

## **Children Looked After Policy**

### **Definition**

Children Looked After are those in public care and are either –

- Subject to a Care Order or Interim Care Order, living either at home or away from home. The Local Authority has parental authority which it then shares with the parents in a prescribed way.
- Accommodated with friends or relatives, foster care or residential homes – parents retain full parental responsibility.
- Remanded into care.

A private agreement is not public care - when a child lives with friends or relatives by private arrangement, these children are not designated as Looked After.

### **Aims**

That Children Looked After will prosper as per the Every Child Matters agenda - that is to

- Stay safe
- Be healthy
- Enjoy and achieve
- Be involved
- Acquire economic well being

### **Rationale**

- The national outcomes for Children Looked After in terms of educational achievement and subsequent life chances are of real concern.
- It follows that children and young people who are looked after need special treatment and positive discrimination in their favour if this situation is to be improved.
- For Children Looked After this college aims to provide positive experiences and to offer stability, safety, continuity, and individual care and attention.

## **ROLES AND PRIORITIES**

### **The Headteacher and Leadership Team**

The Headteacher and Leadership Team will ensure the provision / outcomes for Children Looked After are specifically recorded in –

- College Improvement Plan ( where necessary )
- SEF
- Appropriate College Policies and Procedures
- Specific Reports on issues such as student progress in relation to targets and Fischer Family Trust; exam results; attendance; behaviour, sanctions, exclusions; student voice.

The Headteacher and Leadership team will also -

- Provide an annual report on the provision for, and progress of, Children Looked After to the Governing Body.

- Ensure staff are aware that the provision to support Children Looked After is a key college priority.
- Give the Designated Teacher for Children Looked After the time and facilities to carry out his / her job description and to support them at all times in their work.
- Show a personal interest and involvement in Children Looked After in the College.
- Challenge negative stereotypes of Children Looked After if they exist and to insist on the highest of expectations and especially in terms of Children Looked After achieving their full potential.
- Provide Continuing Professional Development for staff on issues pertaining to Children Looked After and to ensure that Designated Teachers attend regular training.
- Provide information to the College Improvement Partner regarding the progress of Children Looked After on the College's roll.

## **Governing Body**

The Governing Body will appoint a Designated Teacher for Children Looked After.  
The Governing Body will receive reports on Children Looked After as outlined above.

## **Designated Teacher**

The Designated Teacher will

- Be a champion for Children Looked After within the college and ensure that they are receiving special provision.
- Ensure that the Children Looked After are aware of who the Designated Teacher is, and that the member of staff's role is to support them at College.
- Ensure that, where permission has been given to share information, teachers who need to know are aware of who are Children Looked After confidentially.
- Ensure that any issues regarding a child or young person being in care are treated sensitively by all staff.
- Ensure Children Looked After receive extra support as necessary and appropriate, with the key aims of helping them achieve their academic potential and further their personal and social development.
- Ensure that all possible is being done to raise the achievement levels of Children Looked After –
  - the students are following an appropriate curriculum (and in Year 8 and Year 9 make the best possible option choices);
  - the students know their targets and get feedback at least termly on how they are improving in relation to these targets and how they can improve and do better;
  - the college's data tracking and comparisons with FFT show on at least a termly basis if a student is underachieving with monitored intervention strategies then being put into place;
  - the students are entered for SATs and public exams in all cases unless it is totally inappropriate;
  - the students have access to any booster support that is available in the college;
  - the students have all possible individual assistance in developing their basic literacy, reading and numeracy skills;
  - students on the Special Educational Needs register receive all possible support to meet their needs;
  - able students have access to the College's Gifted and Talented provision;
  - all possible support is given at times of transition (KS1 – KS2, KS2 – KS3, KS3- KS4);
  - students are completing homework and coursework on time and of good quality and that

intervention takes place if this is not the case.

- the students have full access to any booster support that is available in the college;
- the students have all possible individual assistance in developing their basic skills including reading;
- able students have access to the College's Gifted and Talented provision;
- students are completing homework and coursework on time and to a good quality and that intervention occurs if this is not the case.
- To ensure that Children Looked After receive a smooth induction into the College, with the obtaining of all relevant past history.
- To keep comprehensive and up to date files on each student and to ensure that these are passed on should the student move College.
- To ensure PEP and PEP Reviews occur on time and to play the lead educational role at these PEP meetings.
- To meet with the Children Looked After regularly to check progress and to listen to his/her views about both in college and out of college issues.
- To check with staff on a continuous basis how the students are doing and to intervene quickly at the first sign of a problem, eg. behaviour issues, poor effort etc.
- To monitor attendance on a weekly basis and to report any concerns to the Attendance Team straight away.
- To draw up strategies for students who are not achieving, behaving poorly or not attending and then monitor the success of their implementation.
- In secondary colleges to ensure that:-
  - students undertake work experience in line with college's planning and have access to enterprise and work related education, including Aim Higher and link activities with further and higher education;
  - students receive all possible guidance and assistance in terms of their post 16 pathways, with the aim of ensuring that they progress to education, employment or training;
  - students are given specific help in developing the social and personal skills that will give them better life chances.
- To undertake periodic student voice exercises.
- To encourage students to be fully involved in extra curricular and extension activities both in and outside college ; to help them with the logistics of taking part in college trips and other activities; to encourage them to be fully involved in the college, eg year and college councils.
- To ensure that students know there is someone they can approach if ever they have a problem or just want to talk, (this could be either the Designated Teacher or another member of staff).
- To make provision for specific mentoring or counselling as needed.
- To liaise with carers keeping them informed but also urging them to be partners in the student's education and showing them how they can do this.
- To ensure that students are getting their fair share of praise and rewards from the college's systems and to intervene when this seems not to be the case.
- To be vigilant for any child protection issues and also to check carefully for any sign of a Child Looked After being bullied.
- To ensure that the College Nurse is aware of the child's medical history and is liaising with the Children Looked After Health Support Team.
- To liaise closely with the Education of Looked After Children (ELAC) Team
  - contact the ELAC Team if access is needed to a Social Worker or a multi-agency team;
  - informing the ELAC Team of any problems out of college that seem to have been identified;

- seeking the support of the ELAC Team if LA or other agency procedures do not seem to be giving necessary support to Child Looked After ;
- keeping the ELAC Team informed about the general progress of Children Looked After ;
- informing the ELAC Team if carers do not seem to be co-operating with the college in helping the student's educational development.

NB The ELAC Team will keep Designated Teachers informed on all issues relating to their Children Looked After on a continuous and regular basis.

## Teachers

To be aware of Children Looked After in their classes and to give them all possible support and encouragement as students who need special provision and positive discrimination whilst preserving confidentiality and showing sensitivity and understanding.

This policy does not stand alone and the college has many other policies that support Child Protection:

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|--|---|
| • Safeguarding Policy                  | Procedures for Assessing Risk           |
| • Anti-bullying Policy                 | Induction and Code of Conduct for Staff |
| • Racial Incident Policy               | Intimate Care Policy                    |
| • Harassment and Discrimination Policy | Safer recruitment Policy and Practice   |
| • Use of Physical Intervention Policy  | Confidentiality                         |
| • Educational Visits Policy            | One to One Working                      |
| • Intimate Care Policy                 | Children in Care                        |
| • E-safety Policy                      | Equality                                |
| • Health & Safety Policy               | SEN Policy                              |
| • Drug and Substance Mis-use Policy    |   |
| • Behaviour Management Policy          |   |
| • Child Looked After Policy            |   |
| • Attendance Policy                    |   |

## Monitoring and Evaluation

The Child Protection Policy will be monitored on an on-going basis; however, a full evaluation will take place on a yearly basis.

This Policy was updated on .....

This Policy will be reviewed .....



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