



Looked after children/previously looked after children policy

Policy Creation and Review	
Author(s)	Clare Barber
Last Review Date	10 th September 2018
Ratified by Governing Body	
Next Review Date	10 th September 2019

The Policy for Looked After Children and Previously Looked After Children 2018

The governing body of Odessa Infant School is committed to ensuring that all of its pupils can be healthy, stay safe, enjoy, achieve, make a positive contribution to society and achieve economic well being. At the same time, it recognizes that looked after children and previously looked after children often have significantly poorer outcomes than their peers. Therefore, it will ensure that effective strategies are in place to support this vulnerable group of children and young people.

The Governing Body will:

- Ensure that looked after children and previously looked after children are prioritised in the school's admissions criteria.
- Ensure that a designated teacher for looked after children and for previously looked after children is identified and enabled to carry out the responsibilities set

out below (this can be the same person if appropriate). The named teacher is Clare Barber and will be Sam Dutch in her absence).

- Identify a designated governor for looked after children and previously looked after children (this can be the same person if appropriate). The named governor is tba.
- Ensure that effective procedures are in place to support this group of pupils.
- Receive, as a minimum, an annual report on the attainment, attendance, achievements and exclusions of children in care (these reports will not include the names of individual children) and the work of the designated teacher.
- Use permanent exclusion only as a last resort.
- Allocate and monitor the use of the school's budget and wider resources for looked after children and previously looked after children.
- Consider the needs of looked after children and previously looked after children when reviewing school policies.
- Review the effective implementation of this policy, preferably annually and at least every three years.

The designated teacher will:

- Promote a culture of high expectations and aspirations for looked after children and previously looked after children
- Act as an advisor to staff and governors, raising their awareness of the needs of looked after children and previously looked after children.
- Attend looked after and previously looked after children network meetings.
- Be an advocate for looked after children and previously looked after children and ensure that the child's voice is heard.
- Ensure a welcome and smooth induction for the child, noting any specific requirements.

- Ensure confidentiality for individual pupils, sharing information only on a 'need-to-know' basis.
- Have lead responsibility in school for the development, implementation and review of the Personal Education Plan.
- Ensure that each looked after child and previously looked after child has a member of staff, identified by the child that s/he can talk to.
- Track academic progress and co-ordinate any support within school that is necessary.
- Ensure that looked after children and previously looked after children are prioritised for support where necessary.
- Be a source of advice for staff about differentiated teaching and learning strategies appropriate for individual children.
- Monitor attendance and involve other agencies if necessary.
- Set up timely meetings with relevant parties where the pupil is experiencing difficulties in school or is at risk of exclusion.
- Attend or provide written reports for planning and review meetings.
- Promote inclusion in all areas of school life.
- Present an annual report to the governing body.
- Be pro-active in supporting transition and planning when moving to a new phase in education or a new school, ensuring the speedy transfer of information between relevant agencies.
- Actively monitor and prevent bullying in school by raising awareness through the school's anti-bullying policy.
- Ensure there is a point of contact within the school who can manage the process of the school's engagement with external agencies. This will be the designated teacher Clare Barber.

All Staff will:

- Ensure that looked after children and previously looked after children are supported sensitively and that confidentiality is maintained.
- Respond positively to a looked after or previously looked after child's request to be the named person that they can talk to when necessary.
- As with all children, have high aspirations for academic and personal achievement.
- Have an understanding of the key issues that affect the learning of looked after children.
- Respond promptly and appropriately to the designated teacher's request for information.
- Work to prevent bullying in line with school policy.

The headteacher/the designated teacher will ensure that all staff are briefed on the regulations and practice outlined in this policy.

This policy was agreed and adopted at the Governing Body Meeting held on **insert date**

The policy will be formally reviewed in September 2021

Signature, Chair of Governors