



*William Brookes Academy Trust*

# Looked After Children (CLA) Policy

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May 2019



***Looked After Children (CLA) Policy  
William Brookes Academy Trust  
(May 2019)***

This policy is due for review in 2 years

This policy has due regard to legislation including, but not limited to, the following:

- The Children Act 1989
- The Care Planning, Placement and Case Review (England) Regulations 2010
- The Children (Leaving Care) Act 2000
- The Children and Young Persons Act 2008
- The Children and Families Act 2014

Educational achievement and subsequent life chances for looked after children are of real concern. Children and young people who are looked after require special treatment and positive discrimination in their favour in order to improve their situation.

William Brookes School endeavours to provide positive experiences and offer stability, safety, continuity and individual care and attention for all our students. With this in mind, we aim to:

- Encourage students to reach the highest standards of which they are capable and to make good progress from what they are currently already able to do.
- Ensure that students enjoy high quality teaching and are enjoying a curriculum which meets their needs and the requirements of legislation.
- Plan realistically and using the school's resources efficiently in order to ensure the school meets the needs of the young people.
- Promote a positive approach in all aspects of school life.
- Help students develop their cultural, moral and social understanding.

This policy will be implemented in conjunction with the schools:

- Admissions Policy
- Behaviour for Learning Policy
- Anti-Bullying Policy
- Equality Information and Objectives
- Safeguarding and Child Protection Policy
- Special Educational Needs and Disability Policy

The designated teacher for Looked After Children is Marie Lacey. If you would like to discuss Looked After Children please make contact with her at [mlacey@williambrookes.com](mailto:mlacey@williambrookes.com). The Governor link for Looked After Children is Peter Cox.

## 1. **Definitions**

Looked After Children are defined as, children or young people who are subject of a Care Order or Interim Care Order under the Children Act 1989. This definition applies to children who are placed in foster care, children's residential homes, with relatives or friends, in semi-independent or supported independent accommodation.

If a child is subject to a Care or Interim Care Order whilst placed with a parent, they are classed as looked after, since the LA has parental responsibility. Children who are not subject to an order, but are accommodated by the LA under an agreement with their parents, are regarded as looked after

## 2. **Personal Education Plans (PEPs)**

Every looked after child must have a personal education plan (PEP), which is used to support the child in fulfilling their educational potential. The PEP is an evolving record of what needs to happen for the child to enable them to make their expected progress. Details of the provision for looked after children will be agreed at the PEP meeting and costed via a provision map as required.

The PEP will reflect the importance of a personalised approach to learning which meets the identified educational needs of the child. All the relevant bodies, such as the LA via the Virtual School, the designated teacher and other teachers, will work with the child in creating the PEP. On-going, catch-up support will be made available for children who have fallen behind with work.

If a child is not in school because of suspension or exclusion, suitable education will be provided by the LA.

If a child is moving to a new school, transitional support will be provided and will be factored into their PEP

Support will be provided to help the child meet their aspirations, including:

- Support to achieve expected levels of progress for the relevant national curriculum key stage and to complete an appropriate range of approved qualifications
- Careers advice, guidance and financial information about further education, training and employment
- The PEP will include extended services such as after school clubs, study support and leisure interests
- Support will be provided for improving attendance and behaviour

## 3. **The Designated Teacher**

Under the Children and Young Persons Act 2008, all maintained schools and academies are required to have a designated teacher for looked after children. The primary duty of the designated teacher is to promote the educational achievement of looked after children at the school.

It is the responsibility of the governing body to ensure the designated teacher has received adequate training for the role.

The designated teacher must submit an annual report to the governing body, which details the progress of looked after children

The designated teacher will:

- Promote a culture of high expectations and aspirations
- Ensure the child is involved in setting their targets
- Advise staff on teaching strategies for looked after children
- Ensure that looked after children are prioritized for 1–1 tuition
- Take responsibility for developing and implementing PEPs

#### 4. **Communicating with Agencies**

The school will ensure that copies of all relevant reports are forwarded to the looked after children’s social workers, in addition to carers or residential social workers.

The school will co-ordinate their review meetings, for example, hold their annual review of looked after children with their statutory care review.

The school will work with other agencies to exchange information such as changes in circumstances, exclusions or attendance issues.

#### 5. **Staff Responsibilities**

Staff will:

- Be made aware of looked after and post looked after children in their classes using a code on the School register. This will enable teachers to provide them with support, challenge and encouragement
- preserve confidentiality and show sensitivity and understanding
- be vigilant for signs of bullying
- promote the self-esteem of looked after children