

# HAZELDENE LOWER SCHOOL



## CHILDREN WHO ARE LOOKED AFTER POLICY REVIEWED JANUARY 2015

SIGNED ..... DATE.....  
HEADTEACHER

SIGNED ..... DATE .....  
CHAIR OF GOVERNORS

**TO BE REVIEWED JANUARY 2017**

## HAZELDENE LOWER SCHOOL

### POLICY ON THE EDUCATION OF CHILDREN AND YOUNG PEOPLE WHO ARE LOOKED AFTER

Hazeldene Lower School believes we have a special duty to safeguard and promote the education of Children who are Looked After in partnership with the Local Authority.

#### **AIM**

To provide a safe and secure environment, where education is valued and there is a belief in the abilities and potential of all children.

To support our Children who are Looked After and give them access to every opportunity to achieve to their potential and enjoy learning.

#### **IN PURSUIT OF THIS POLICY WE WILL**

- At Hazeldene Lower School we have a designated teacher for Children who are Looked After who will act as their advocate and co-ordinate support for them. This teacher is the Headteacher, Helen Ward
- At Hazeldene Lower School we have a designated school Governor to ensure that the needs of Children who are Looked After in the school are taken into account at a school management level and to support the Designated Teacher. This Governor is the Vice Chair of Governors, Nicky Godden
- Support the Designated teacher in carrying out their role by making time available and ensuring that they attend training on Children who are Looked After.

### **The Designated teacher will:**

- Maintain an up to date record of all Children who are Looked After who are on the school roll. This will include:
  - Status i.e. care order or accommodated.
  - Type of Placement i.e. Foster, respite, residential.
  - Name of Social Worker, area office, telephone number.
  - Daily contact and numbers e.g. name of parent or carer or key worker in children's home.
  - SEN Code of Practice - supported through High Quality Teaching/ SEN Support/ Statement or Education Health and Care Plan
  - Child Protection information when appropriate.
  - Baseline information and all test results.
  - Attendance figures
  - Exclusions
- Ensure that there is a Personal Education Plan for each child/young person to include appropriate targets and above information. This must be compatible with the child's/young person's Care Plan and where applicable include any other school plan, e.g. Statement of Special Education Need, and associated plans, Transition Plan, Pastoral Support Programme.
- Ensure that someone attends Children's Services Reviews on each child/young person and/or always prepares a written report which promotes the continuity and stability of their education.
- Liaise with the Education Support Service for Children who are Looked After on a regular basis with regard to the performance, attendance and attainment of Looked After Children.
- Ensure that if/when the child transfers school all relevant information is forwarded to the receiving school as a matter of priority.
- Ensure that systems are in place to identify and prioritise when Children who are Looked After are underachieving and have early interventions to improve this in line with existing school policy.

- Ensure that systems are in place to keep staff up to date and informed about Children who are Looked After where and when appropriate.
- Ensure that Children who are Looked After, along with all children are listened to and have equal opportunity to pastoral support in school.
- Ensure that they keep the school up to date with current legislation and its implication for the school in respect of Children who are Looked After.
- Report to the Governing body annually on the performance of the Children who are Looked After who are on the roll of the school.

**All governors and staff will:**

- Support the local authority in its statutory duty to promote the educational achievement of Children who are Looked After

Revised by Helen Ward  
January 2015

