



## **Looked After Children and Young People Policy**

Allerton CE Primary School understands and believes that, as part of the “Corporate Parent”, we have a special duty to safeguard and promote the education of looked after children and young people.

In this respect, our aims are:

- To provide a safe and secure environment, which values education and believes in the abilities and potential of all children and young people
- To bring the educational attainments of our looked after children and young people nearer to those of their peers
- To identify our school’s role as a Corporate Parent to promote and support the education of our looked after children and young people, by asking the question: Would this be good enough for my child?

In pursuit of these aims we will:

- Appoint a Designated Teacher for looked after children and young people who will act as their advocate and co-ordinate support for them.

The Designated Teacher will:

- Maintain a register of all looked after children and young people (including those from other authorities) in line with recommendations.
- Along with the social worker, ensure there is a Personal Education Plan for each child and young person looked after
- Ensure that someone from the school attends the Statutory Care Review for each child or young person wherever possible, and / or always prepares a written report which promotes the continuity and stability of their education
- Ensure that on admission or transfer all relevant information is obtained at the outset or forwarded to the new school as soon as possible (see Admission Form pro-forma attached to this policy)
- Ensure that systems are in place to identify and prioritise underachievement, and that early interventions address this
- Attend any relevant training
- Ensure that systems are in place to keep staff up-to-date and informed about looked after children and young people
- Ensure that looked after children and young people are listened to and have access to support and a trusted adult in school
- Provide the Governing Body with at least an annual report (anonymous) on the academic progress and any other issues around looked after children.

All Governors and staff will:

- Work in partnership with parents, carers and other agencies especially Social Care and the Health Department to coordinate support for looked after children and young people
- Create an ethos of support and acceptance in the school and an environment where children and young people who do not live with their birth families are equally accepted and valued
- Maintain high expectations for looked after children and young people

Where appointed, the Nominated Governor for looked after children and young people will:

- Take a lead in carrying out the actions of the Governing Body in relation to looked after children and young people
- Liaise with and support the Designated Teacher
- Ensure that the school's other policies and procedures give looked after children and young people equal access in respect of admission, the National Curriculum, additional educational support where needed, extra-curricular activities, and work experience and careers guidance.
- Attend any relevant training.

**April 2017**

This Policy has been drawn up and written by the Looked After Children and Young People Designated Teacher. The policy and future amendments to the policy will be communicated clearly and consistently to pupils, parents and staff.

This will be reviewed when updated legislation or guidance is issued by the DfE, Local Authority or other relevant organisation.

This will be reviewed annually by the Governing Body.

Drafted by: Jo Linsley

Date: Annually



## Admission Form for Looked After Children and Young People

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Any previous name used \_\_\_\_\_

Name of carer /keyworker \_\_\_\_\_

Current Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Tel \_\_\_\_\_

Social Worker \_\_\_\_\_ Tel \_\_\_\_\_

Team Manager \_\_\_\_\_

Area Office \_\_\_\_\_

**Why is the child/young person looked after? please circle**

Care Order \_\_\_\_\_ Accommodated \_\_\_\_\_ On Remand \_\_\_\_\_

**Who is caring for the child/young person? please circle**

Parent \_\_\_\_\_ Relative \_\_\_\_\_ Foster Care \_\_\_\_\_ Residential Home \_\_\_\_\_

**Is there anyone who should NOT have access to or information about the child/young person?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Who should be contacted in emergency?**

\_\_\_\_\_ Tel \_\_\_\_\_

**Parents Name (if applicable)**

\_\_\_\_\_

**Parent's Address**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Other Schools Attended**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is there an SEN statement for the child/young person? Yes \_\_\_\_\_ No \_\_\_\_\_

What stage of CoP are they on? \_\_\_\_\_

Admitted by \_\_\_\_\_

Into Year \_\_\_\_\_

Date \_\_\_\_\_

Transfer Destination \_\_\_\_\_

Date of Transfer \_\_\_\_\_

**Please ensure that this form is sent on if the child/young person changes school**