



# Weston Favell School

## Education and Care of Looked After Children

### RESPONSIBILITIES

**Governor Committee: Community**  
**SLT: Catherine Russell**  
**Created: Jan 2009**

### APPROVED

**Community Committee:**  
**Chair of Governors: *signature***

### Policy Objective

The objective of the policy is to promote the educational achievement and welfare of looked after pupils as defined under section 52 of the Children Act 2004 . This policy applies to all schools in Northamptonshire and is based on the advice given in “Supporting Looked After Learners” (DfES 2006) and endorses the Every Child Matters agenda.

### Admissions

- All Northamptonshire schools prioritise Looked After Children in their Admissions Policies.
- Schools will work to ensure that Looked After Children are admitted promptly after a request for a place has been made, to avoid unnecessary disruption to the child’s schooling.
- On admission, records will be requested from the pupil’s previous school and a meeting will be arranged with carer/parent/Social Worker as appropriate. This will provide information to inform the Personal Education Plan. An appropriate school induction will take place.
- Inform the Virtual School for Looked After Children (see Appendix One)

### Personal Education Plan (PEP)

- All Looked After Children will have a current Personal Education Plan (PEP).
- If a Looked After Child joins the school without a PEP, the designated teacher should pursue the matter with the child’s Social Worker who has a statutory duty to initiate the PEP.
- The school will work alongside the assigned Social Worker to contribute to the education content of the PEP.
- When a child leaves the school, it is the duty of the designated teacher to ensure that the PEP is passed on to the next designated teacher.

### The Role of the Designated Teacher for Looked After Children

All Designated Teachers are responsible for:

- Ensuring that there is appropriate provision and support within the school for Looked After Children.
- Receiving PEPs from Social Workers and supporting the development of the plan.
- Providing a central point of contact for all professionals working with each Looked after Child.
- Monitoring the educational progress of all Looked After Children, any individual under achievement and absence from school.
- Ensuring that professional development in this area is shared with all staff.



### **The Role of Governors**

- We have appointed a named Governor responsible for Looked After Children.
- When the school admits a Looked After Child, the named governor will liaise with the Designated Teacher to monitor progress and identify any barriers to learning.
- This process should help identify issues for school improvement and feed into the SEF.
- The Governing Body will ensure that the school policies are reviewed from the point of view of Looked After Children.

### **Special Educational Needs**

All schools will ensure that any special educational needs are promptly identified, bearing in mind that Looked After Children may have missed schooling. Suitable learning support will be provided and the SENCO and Designated Teacher will be responsible for liaising with carers and other professionals.

### **Exclusions**

The 2004 Statutory Guidance states:

41. "It is important to be especially sensitive in relation to exclusions where looked after children are concerned. Every practicable means should be tried to maintain the child in school."

Further guidance can be found in "Supporting Looked After Learners", pp23-25.

#### **RELATED POLICIES**

Admissions Policy

#### **RELATED DOCUMENTS**

2004 Statutory Guidance  
2004 Children Act  
DfES 2006, Supporting Looked After Learners