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Policy status

This policy will be reviewed annually.

Consultation

This policy was established and reviewed by all school staff in consultation with the Looked After Child Co-ordinator (Conwy) and Governing Body.

Purpose

Every Child Matters, and within this context it is important that the Looked After Child is given the opportunity to flourish by:

- Staying safe
- Being healthy
- Enjoying, achieving and attaining
- Being involved
- Developing well-being

Roles and responsibilities of Nominated Teacher/Head teacher

Nominated Member of Staff: Sally Crowe

- Acts as advocate and co-ordinates support for the Looked After Child
- Ensures that the school complies with Protocols for the Education of the Looked After Child
- Ensures that there is a Personal Education Plan for each Looked After Child and includes appropriate targets
- Ensures that any Special Educational Needs are addressed in conjunction with the ALNCO and in accordance with the Code of Practice for SEN
- Liaises with staff to ensure that they are aware of the Looked after Child in their care. This enables provision to be organised, with the key aim of helping them to achieve their academic potential and further their personal social development
- Encourages pupils to be fully involved in extra-curricular activities
- Ensures that each Looked After Child has an identified member of staff such that they can discuss any concerns. This does not need to be the nominated teacher, but should be based on the child's own wishes
- Ensures that systems are in place to identify and prioritise when a Looked After Child is underachieving. Early intervention is advantageous.
- Monitors attendance and reports any concerns to the EWO/ESW
- Ensures that should a Looked After Child be identified at risk of exclusion, that contact is made with the Social Worker, Local Authority and Social Inclusion Co-ordinator
- Attends Social Services Reviews and/or prepares a report that promotes the continuity and stability of their education
- Liaises with carers keeping them informed but also urging them to be partners in the pupil's education
- Shows vigilance for any child protection issues and also checks carefully for any sign of a Looked After Child being bullied
- Maintains comprehensive and up-to-date files on each student and ensures that these are passed on should the student move school
- Reports to the Governing Body on the Looked After Child in the school and informs of relevant policy and practice developments (confidentiality respected)
- Participates in associated training

The Head Teacher will:

- Emphasise that we have a special duty of care to safeguard
- Promote the education of the Looked After Child
- Offer stability, safety, continuity, positive relationships and individual care

Roles and responsibilities of other staff

All School Staff will:

- Have high expectations of the educational and personal achievements of the Looked After Child
- Positively promote the raising of a Looked After Child's self esteem
- Ensure that the Looked After Child is supported sensitively and that confidentiality is maintained
- Be familiar with the school's policy and guidance on the Looked After Child and respond appropriately to requests for information to support PEPs and Review Meetings
- Liaise with the Nominated Teacher where a Looked After Child is experiencing difficulties

Roles and responsibilities of the Governing Body

Named Governor for LAC: Mrs Mariette Roberts

The Governing Body will:

- Identify a Nominated Governor and teacher for all Looked After Children
- Ensure that all Governors are fully aware of the legal requirements and guidance on the education of the Looked After Child
- Ensure that the school's policies and procedures give the Looked After Child equal access in respect of:
Admission to school
National Curriculum and Examinations
Out of school learning
- Liaise with the Head Teacher, Nominated Teacher and all other staff to ensure that the needs of the Looked After Child are being met

Implementation

The nominated teacher will liaise with Social Services, the relevant Looked After Children Co-ordinator, Head Teacher, members of staff and nominated Governor.

Equal Opportunities

All pupils at Ysgol Maes Owen are given equal opportunity. It is important to monitor the Looked After Child to ensure that strategies are in place to promote their development and success.

Additional Learning Needs

Attainments and achievements are regularly monitored and shared with relevant staff. If additional support is required, this is arranged through discussion with the ALNCO.

Arrangements for policy monitoring and evaluation

The nominated teacher will attend Review Meetings whenever practicable. The outcomes of such meetings are shared with the Head Teacher and relevant Class Teacher. (Confidentiality is respected)

The nominated teacher will periodically discuss progress with the nominated Governor. This will enable the Governing body to monitor and evaluate the progress made using the same criteria for other children in the same peer group. (Confidentiality is respected)

This policy is available on the school website, and in translation, on request.