



# The Forest CE Federation

'Small enough to care. Large enough to inspire

Valuing all God's children '

*All things are possible for one who believes' Mark 9 v 23*

## **Designated Teacher and Education of Looked After Children Policy**

**Date Reviewed: November 2020**



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We believe that in partnership with Northamptonshire County Council and the Diocese we have a special duty to safeguard and promote the education of Looked After Children.

## Aims

- 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 looked after children and give them access to every opportunity to achieve to their potential and enjoy learning.
- To fulfil our school federation role as corporate parents to promote and support the education of our Looked After Children, by asking the question, **'Would this be good enough for my child?'**

## Delivery

In pursuit of this policy, we will

- Nominate a Designated teacher for Looked After Children who will act as their advocate and co-ordinate support for them. Both the Headteacher and SENDCO act as Designated Teachers at the Forest CE Federation.
- Nominate a school governor to ensure that the needs of Looked After Children in the federation are taken into account at a school management level and to support the Designated Teacher. The Designated Governor is the Chair of Governors.
- Ensure the Designated Teacher will receive training which will be refreshed every three years.

The Designated Teacher will maintain an up to date record of all Looked After Children who are on the school roll within the federation. 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 details where appropriate.
- Child Protection information when appropriate.
- Assessment information and Key Stage results.
- Attendance figures.
- Exclusions.
- Ensure there is a Personal Education Plan for each child to include appropriate targets and above information. This must be compatible with the child's Care Plan and where applicable include any other school plan.
- Ensure that someone attends Children Service Reviews on each child and/or always prepares a written report which promotes the continuity and stability of their education.
- Liaise with the Education Support Service for Looked After Children (Virtual School) on a regular basis with regard to the performance, attendance and attainment.
- Ensure that if/when the child transfers school all relevant information is forwarded to the receiving school as a matter of priority.



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- Ensure that systems are in place to identify and prioritise when Looked After Children are underachieving and have early interventions to improve this in line with school policy.
- Ensure that systems are in place to keep staff up to date and informed about Looked After Children where and when appropriate.
- Ensure that Looked After Children are listened to and have equal pastoral support in schools.
- Report to the Governing Body annually on the performance of the looked after children who are on roll within the federation.

All staff and governors will support the local authority in its statutory duty to promote the educational achievement of looked after children.