

# Upton-by-Chester High School

## Looked-After and Previously Looked-After Children Policy 2022-2023



Policy Link	
SLT	Sharon Hitchen
Governor	Paul Ivison

To	Date
Committee Pastoral	12 October 2022
Full Governing Body	07 December 2022
Next Review	12 October 2023

Make available on:	Yes/ No
School website	Yes
Staff shared area	Yes
Version	v1.0

*'Learning to shape the future'*

## Upton-by-Chester High School

### Looked-after children and previously looked-after children

This policy incorporates requirements set out in the statutory guidance document “**Promoting the education of looked-after children and previously looked-after children**” (DfEE,2018).

#### Purpose

This policy aims to clearly outline the procedures that must be followed when promoting the educational achievement and welfare of looked-after learners and previously looked-after learners.

#### Guidelines

##### Designated Senior Person:

The Designated Teacher (DT) for looked-after children and previously looked-after children in the school is **Miss A.M Farnin**.

The designated mentors for looked-after children are Mrs **J. Jackson & Mrs C. Wilson**.

The designated mentor for previously looked-after children is **Mrs J. Jackson**.

It is the role of the Designated Teacher is to:

- Ensure that all staff, both teaching and non-teaching, are aware of the difficulties and educational disadvantage faced by for looked-after children and previously looked-after children and understand the need for positive systems of support to overcome them
- Inform members of staff of the general educational needs of learners who are looked-after and previously looked-after, and to promote the involvement of these learners in school clubs, extracurricular activities, school council, etc
- Act as an advocate for looked-after children and previously looked-after children
- Develop and monitor systems for liaising with carers and colleagues
- Hold a supervisory brief for looked-after children and previously looked-after children, e.g. ensure all relevant education and care information is available to school staff and carers, and that information is kept up-to-date
- Monitor the educational progress of looked-after children and previously looked-after children
- Intervene if there is evidence of individual underachievement, absence from school or internal truancy
- Inform the post 16 planning for looked-after children and previously looked-after children by Young Peoples Services (YPS)
- Enable the learner, with the support of Mrs Jackson & Mrs Wilson (LAC mentors) to make a contribution to the educational aspects of their Care Plan & Personal Education Plan (PEP)
- Implement a Cheshire West and Chester/home county Personal Education

- Plan for each looked-after learner and review it each term
- Meet with parents/carers of previously looked-after children termly to discuss and review their education
- Supervise the smooth induction of a new looked after learner into the school
- Liaise with the Designated Senior Person for Child Protection (Mr Keegan)
- Communicate with staff so that the PEP can inform the learner's Care Plan and Personal Education Plan (PEP).
- Attend, arrange for someone else to attend, or contribute in other ways to care planning meetings and statutory reviews
- Be the named contact for colleagues
- Ensure the speedy transfer of information between agencies and individuals, and report on the progress of all students in care on the school roll to the Corporate Parenting Officer as requested
- Develop knowledge of procedures by attending training events organised by the Local Authority and in particular the Virtual School
- Cascade training to school staff as appropriate
- Ensure that the looked-after children and previously looked-after children's mental health is monitored through the termly use of SDQ's (strengths, difficulties questionnaire)
- Identify with the learner the appropriate use of the termly Pupil Premium Plus (PP+) Grant

### **Governor:**

The name of the Governor with special responsibility for looked-after learners and previously looked-after learners in the school is **Mr P Ivison**

### **The Role of that Governor:**

The named governor will report to the Governing Body on an annual basis:

The number of looked-after children and previously looked-after children in the school

A comparison of test scores as a discrete group, compared with those of other learners

The attendance of learners as a discrete group, compared with other learners

The level of fixed term/permanent exclusions  
Learner post 16 & post 18 destinations

The named governor should be satisfied that the school's policies and procedures ensure that looked-after learners have equal access to:

- ☐ The National Curriculum
- ☐ Public examinations
- ☐ Careers guidance
- ☐ Additional education support
- ☐ Extra curricular activities
- ☐ Work experience