



The Bishop Wheeler Catholic Academy Trust

ST MARY'S CATHOLIC PRIMARY SCHOOL,

A VOLUNTARY ACADEMY

LOOKED AFTER CHILDREN POLICY

Policy review date- March 2017

Person Responsible- Alison Ashworth & Helen Tomlinson

Ratified by Academy Council- March 2017

Review date- March 2020

At St Mary's Primary School believes that we have a special duty to safeguard and promote the welfare and education of Children Who Are Looked After (CLA's).

Aim

- To provide a safe and secure environment, which values education and believes in the abilities and potential of all children.
- To ensure that our CLA's are given the support and opportunities needed to enable them to achieve their full potential.
- Identifying our school's role to promote and support the education of our CLA's.

In Pursuit of this Policy:

The Head of School (Behaviour and Safeguarding) will identify a nominated person for each CLA and they will act as their advocate and coordinate support for them.

The nominated person will:-

- Maintain a register of all CLA's This will include a record of:
 - Type of placement ie Foster, Respite or Residential
 - Name of Social Worker, area office, telephone number, legal guardian and emergency contacts
 - Daily contact and number e.g. name of parent or carer or key worker in children's home
 - Stage of SEN where appropriate
 - Child Protection information where appropriate (in line with statutory Child Protection legislation)
 - Baseline information and all progress and attainment data (see appendix 1)
- Ensure that there is a Personal Education Plan (PEP) for each child to include appropriate targets. This must be compatible with the Child's Care Plan and form part of any other school plan e.g. Statement, Transition plan, Pastoral Support Programme.
- Ensure that someone attends Social Care Reviews on each child and/or always prepares a written report, which promotes the continuity and stability of their education and welfare needs from previous education institutions.
- Ensure that on admission or transfer all relevant information is obtained at the outset.
- Ensure that systems are in place to keep staff up to date and informed about CLA's.
- Ensure that CLA's have a voice and have access to support and counselling in school.
- School will contact external agencies to express their concern if they are not satisfied with the level of support provided for CLA's.

All Academy Council and staff will:

- Work in partnership with parents/carers and agencies involved, particularly Social Care and the Health Department to coordinate support for CLA's.

Appendix 1

Children Who Are Looked After

Name of Child _____ Date of Birth _____

Nominated Person _____

- Type of Placement _____

- Name of Social Worker, area office, telephone number and emergency contacts

- Daily contact number eg name of parent/carer/legal guardian or key worker in children's home

- Stage of SEN where appropriate

- Child Protection information where appropriate, particularly if there are significant adults not allowed access (in line with statutory child protection legislation)

- Baseline information and all progress and attainment data
