



**Tower Hill Primary School**  
**The Education of Looked After Children and Young People Policy**

**Date** : Autumn 2018      **Author:** HCC adapted by Christine Cartlidge  
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**Signed (Governing Body)** : *Owen Gardner, Chair*

At Tower Hill we believe that in partnership with Hampshire County Council as Corporate Parents we have a special duty to safeguard and promote the education of Looked After Children.

**Our Main 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 schools' 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?**'

**IN PURSUIT OF THIS POLICY WE WILL**

- Nominate a Designated teacher for Looked After Children, **Christine Cartlidge**, who will act as their advocate and co-ordinate support for them.
- Nominate a school governor, (**Gemma James-Moore**) to ensure that the needs of Looked After Children in the school are taken into account at a school management level and to support the Designated Teacher.
- Support the Designated teacher in carrying out their role by making time available and ensuring that they attend training on Looked After Children.

**The Designated teacher will:**

- Maintain an up to date record of all Looked After Children who are on the school roll. 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 Code of Practice
  - Child Protection information when appropriate.
  - Baseline information and all test results.
  - Attendance figures
  - Exclusions

- Ensure that there is a Personal Education Plan for each child/young person to include appropriate targets and above information. This must be compatible with the child's/young person's Care Plan and where applicable include any other school plan, e.g. Education Health and Care Plan (EHCP) and associated plans, Transition Plan, Pastoral Support Programme.
- Ensure that someone attends Children's Services Reviews on each child/young person and/or always prepares a written report which promotes the continuity and stability of their education.
- Liaise with the Virtual School for Looked After Children on a regular basis with regard to the performance, attendance and attainment of Looked After Children.
- Ensure that if/when the child transfers school all relevant information is forwarded to the receiving school as a matter of priority.
- 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 existing 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, along with all children are listened to and have equal opportunity to pastoral support in school.
- Ensure that they keep the school up to date with current legislation and its implication for the school in respect of Looked After Children.
- Report to the Governing Body annually on the performance of the Looked After Children who are on the roll of the school.

**All governors and staff will:**

- Support the local authority in its statutory duty to promote the educational achievement of Looked After Children

**The Hampshire Mission Statement**  
***Making Hampshire***  
***a better place for children and young people,***  
***where all of them,***  
***including those who are vulnerable or disadvantaged,***  
***have the best possible start in life***  
***and are supported by the whole community***  
***to reach their potential***  
***whatever it takes***

**This policy operates in conjunction with the following policies: -**

- Teaching for Learning Policy
- Assessment Policy
- Accessibility Plan
- SEND Policy
- and the School's SEND Information Document

This policy will be reviewed on a three year basis or sooner dependent on statutory requirements by the Designated Teacher with annual reports to the Governing Body regarding the delivery of the programme.