



## Policy for Children Looked After

Links to the rights of the Child:

In Ysgol Pencae we are adopting the rights of the child in every Policy. Here are the articles of main importance to this Policy:

Convention on the Rights of the Child			
1. Definition of a child	2. No discrimination	3. Best interests of the child	8. Identity
9. Keeping families together	20. Children without families	21. Children who are adopted	28. Access to education
29. Aims of education			

**Document used to create and support this Policy: Created in association with circular: Guidance document no: 255/2017 Date of issue: November 2017 from Welsh Government**

### Role:

In Ysgol Pencae, the role of the designated person for looked after children should be afforded the same prominence in school as other key roles such as the Additional Learning Needs Coordinator (ALNCo)) and the designated senior person (DSP) for child protection.

### Responsibilities of key professionals:

It is essential that adequate support is in place to create an environment that supports effective collaboration and which impacts on improved outcomes. Children and young people entering care become part of a series of complex systems and relationships. Given the complexity of agencies and professionals that support the lives of these children and young people, effective multi-agency working is crucial.

### Headteacher:

Although the governing body must appoint the designated person and notify their local authority LACE Coordinator, the headteacher of Ysgol Pencae will be instrumental in this process. The Headteacher will work with the local authority to ensure that necessary training is provided to the named designated person and allow sufficient time for them to attend training - (as part of their continuing professional development (CPD)) - and statutory looked-after children review meetings.

**Governing Body:**

The Governing body of Ysgol Pencae, will designate a member of staff in schools as having lead responsibility for promoting the educational achievement of children who are looked after and should undertake the role for at least a full academic year before changes in personnel are considered.

The governing body must ensure that the designated person undertakes appropriate training, which is generally provided by the local authority Looked After Children Education (LACE) Coordinator.

Governing bodies should arrange training for a newly appointed designated person as soon as is reasonably practicable. This will enable the necessary support to be put in place immediately should a looked-after child join the school. Where a looked-after child is on a school roll but receives education other than at school (EOTAS), it is the school's responsibility to ensure the safety of that child. Where a looked-after child is not on roll and is accessing EOTAS provision, the onus lies with the local authority (as the corporate parent) to ensure the safety of that child.

The role of the DSP will include

**Arrangements which the school has in place for the admission of looked-after children:**

Admissions is controlled through the Local Authority and we have adopted their admissions Policy. When a CLA becomes a member of the School, the DSP will arrange to speak to the adopted parents and any other agencies that might be involved in order to place a support plan in place as and when required.

**Monitor attendance, assessment and achievement data of looked-after children in the school on an individual or collective basis:**

Monitoring the progress of all children is part of the fabric of Ysgol Pencae and it is our aim to make sure that pupils make the expected progress for their age and ability. They will receive a baseline test which will then be used to measure progress.

Monitoring attendance will be an important part of the whole picture in terms of well-being. Support will be provided for the pupil and the family if they needed it. If Social Workers are involved they would receive an attendance update from the school.

**Catch-up arrangements when the gaps in the child's knowledge and education are identified:**

Based on the baseline, it will be possible to adapt the teaching to the needs of the child. If further intervention is required, a programme will be put in place in partnership with the ALNCo

**Encouragement with the child's engagement with after-school clubs and the school committees:**

All children will have the opportunity to take part in after-school clubs at different times during their school journey and this will be positively encouraged with the families. The School Council along with all other committees in Ysgol Pencae is voted by the peers and all pupils will be encouraged to engage in the process.

**Arrangements to access a safe haven or school-based counselling if required:**

The school provides ELSA support to pupils and this provides a bespoke nurture package for each individual child in accordance with their needs. If greater intervention is required then in liaison with the ALNCo, the school will turn to agencies within Cardiff Local authority to provide support.

**Arrangements to ensure Personal Education Plans (PEPs) are completed and the multi-agency review meetings can be attended:**

This will be an expectation in Ysgol Pencae for all CLA.

**Application of exclusion as a sanction and the use of alternatives to fixed term exclusions or to a permanent exclusion (such as a managed move)**

All exclusions will follow Welsh Government guidance and this would be the last resort if all additional support is exhausted. Managed moves will involve close working with agencies involved and we would support all transition needs. Governing Body exclusion link governor would be involved in the decision.

**Arrangements for when a child leaves the school as a result of a placement move or at a natural leaving point**

As in the point above, the school will support all transition needs.

**Reference to the policy and named designated person for looked after children in the school prospectus:**

The named DSP will be included in the prospectus for Ysgol Pencae.

The designated person has a crucial role as a leader and a champion for children looked-after. They need to be able to work with the school governing body to establish school policy and oversee its implementation.

This means:

- promoting high aspirations for children looked after
- monitoring learning outcomes
- empowering school staff to contribute to the teaching and wider learning experiences of children in care
- undertaking discussions with the looked after child; and
- having empathy with the complexity of the lives of children looked after . It is expected that the designated person for children looked after will ensure that:

- the school shares and supports high expectations for children looked after. The school should consider implementing projects that work on increasing aspirations and mentoring schemes (possibly by care experienced people and Adoption UK) as a form of support for children looked after
- the well-being of children looked after is monitored effectively and their welfare needs are addressed by the ALNCo.
- there is access to current and accurate information on the children looked after on roll. This should include social worker and carer details, also, information relating to persons with whom the child should not have contact
- a culture of positive collaboration is fostered and where communication difficulties arise with social workers or carers, contact is made with the LACE Coordinator
- education information is transferred promptly between agencies and individuals
- a looked after child's transition from nursery into school and from primary school to secondary school is done sensitively and honestly
- a home-school agreement is drawn up with the carer
- there is regular dialogue with the child to provide support in the school environment
- the child's educational needs are identified in consultation with his/her teacher(s) to address them by setting realistic challenges and academic targets
- a PEP is drawn up in partnership with the child, parent and/or relevant family member, carer, social worker and any other relevant person. The PEP must be available at the children looked after review meeting although it is considered best practice to conduct the PEP review separately from the overarching children looked after review
- all meetings with children looked after only involve members of school staff who are absolutely critical to that meeting
- children looked after are not exposed to disputes over finances and responsibilities in meetings
- any issues arising that might threaten the school placement are addressed without delay.
- a looked after child being re-integrated into school receives the necessary support they need to ensure the process is successful
- regular liaison on issues, including poor attendance, takes place with the EWO
- children looked after with learning or behavioral difficulties are assessed to identify and provide for their support needs
- referrals are made to support services e.g. Elsa, Play Therapy are made as appropriate
- working with the Headteacher - the educational progress of children looked after is reported to the governing body on a termly basis

- the register of the children looked after in school is up to date
- training is undertaken to carry out the full duties of the role effectively

**In Ysgol Pencae we will make every endeavour to work closely with the appointed LACE Officer of the Local Authority, Social Workers, Medical advisers and any other agencies involved in supporting the child.**

**Pupil Development Grant (PDG): Children looked-after and CLA grant**

The PDG is made available by the Welsh Government to overcome the additional barriers that prevent children and young people from disadvantaged backgrounds achieving their full potential. The PDG is provided to support:

- learners who are eligible for free school meals and who are educated in maintained schools
- eligible learners who are singly-registered in PRUs and EOTAS
- eligible learners in early settings where the Foundation Phase is delivered
- looked after children, and former looked after children who have been adopted from care or who are subject to a special guardian or residence orders aged 3-15.

The CLA grant is allocated to the Glantaf cluster schools and is used to provide training, provision and to close the gap between children looked after and their peers.

Headteacher: *Siwan Dafydd*

Chair of Governing Body:

Date: September 2024

Date of Review: September 2025