

# PERRYFIELDS PRIMARY PRU



## CHILDREN LOOKED AFTER (CLA) POLICY

Written

October 2021

Review Date	Reviewed Date	Reviewer (Who?)	Action (Ratified by Management Committee - Who?)	Signed Chair
December 2021	December 2021	DSL CLA Governor	Management Committee	
December 2022		DSL CLA Governor		

## **Introduction**

Schools are key in helping to raise the educational standards and improving the life chances of looked after children, and in tackling the causes of social exclusion through careful planning, monitoring and evaluation. Schools can also provide a source of continuity and “normality” for children who may have been subject to emotional distress, abuse, and disruption. School can be the place where children maintain friendships and a place where they feel safe and can be themselves. Raising levels of achievement has been strongly and clearly highlighted as a major part of improving the life chances of looked after children and schools play a pivotal role in this.

Perryfields endeavours to provide positive experiences and offer stability, safety, and individual care and attention for all our pupils. With this in mind, we aim to:

- Encourage pupils to reach their potential and to make good progress in relation to their professional, social and emotional development.
- Ensure that pupils enjoy high quality teaching and a curriculum which meets their needs and the requirements of legislation.
- Plan support for Children Looked After (CLA) realistically and use the school's resources efficiently to ensure the school meets their needs.
- Promote a positive culture in all aspects of school life.
- Help pupils develop their cultural, moral and social understanding.

## **Definition**

Children who are Looked After (CLA) are defined as:

- Children or young people who are the subject of a Care Order or Interim Care Order under the Children Act 1989.
- Children who are placed in foster care, children's residential homes, with relatives or friends, in semi-independent or supported independent accommodation.
- Children subject to a Care or Interim Care Order whilst placed with a parent, where the LA has parental responsibility.
- Children who are not subject to an order, but are accommodated by the LA under an agreement with their parents.

Previously CLA are defined as:

- Children who are no longer looked after by an LA in England and Wales because they have either been adopted or are the subject of an adoption, special guardianship or child arrangements order.
- Children who were adopted outside England and Wales from 'state care' (care that is provided by a public authority, religious organisation, or other organisation whose main purpose is to benefit society).

## **Legal Framework**

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Children Act 1989
- The Care Planning, Placement and Case Review (England) Regulations 2010
- Children (Leaving Care) Act 2000
- Children and Young Persons Act 2008
- Children and Families Act 2014
- Children and Social Work Act 2017
- DfE (2018) 'Promoting the education of looked-after children and previously looked-after children'
- DfE (2018) 'The designated teacher for looked-after and previously looked-after children'
- DfE (2017) 'Exclusions from maintained schools, academies and pupil referral units in England'
- DfE (2021) 'Keeping children safe in education 2021'
- DfE (2018) 'Working Together to Safeguard Children'

## **Objectives**

We will:

- Work alongside social workers to ensure that each looked after child has a current Education and Health Care Plan or Personal Education Plan (PEP) in place.
- Provide a climate of acceptance and challenge negative stereotypes.
- Ensure all children who are looked after have the same opportunities to participate fully in the National Curriculum, extra-curricular activities, and enjoy the school experience fully in line with corporate parenting principles.
- Ensure discretion when addressing a child's care status and ensure there is sensitivity to the background of children who are looked after, especially surrounding work on family.
- Ensure the designated teacher is provided with regular training, and that they cascade this training to school staff as appropriate.
- Seek to review all school policies regularly.
- Ensure that a clear protocol for sharing of information will be followed both within school and with outside agencies.
- Endeavour to support all looked after children educated in this school to achieve to their fullest possible academic potential.

## **Roles and Responsibilities**

Many children who are looked after do not want school staff to be aware of their care status because it makes them feel "different". Therefore, we will negotiate with the child to identify who should be aware of their care status. However, we do acknowledge that in some cases, such as if the child has a severe learning difficulty, this may not be possible. The named Management Committee Member will work in co-operation with the Head Teacher and/or Designated Teacher as the named staff responsible for ensuring that all children who are

looked after have equal access to all learning opportunities in line with their peers. The Head Teacher and Designated Teacher also have specific responsibilities for supporting the rest of the staff in their training and work with looked after children.

**The named Management Committee Member should be satisfied that:**

- Ensuring the school has a coherent policy for CLA and previously CLA.
- Reviewing the school's policies and procedures in conjunction with legislation and statutory guidance.
- Ensuring the designated teacher for CLA and previously CLA has received the appropriate training.
- Ensuring that appropriate staff have the information they need in relation to each child's:
  - Legal status (i.e. whether they are looked after under voluntary arrangements with consent of parents or on an interim or full care order) and contact arrangements with birth parents or those with parental responsibility.
  - Care arrangements and the levels of authority delegated to the carer by the LA.
- Ensuring that staff have the skills, knowledge and understanding to keep CLA and previously CLA safe.
- Ensuring that there are clear systems and processes in place for identifying and reporting possible safeguarding or mental health concerns amongst CLA and previously CLA.
- Ensuring CLA and previously CLA have equal access to all areas of the curriculum and that reasonable adjustments are made, if necessary.
- Reviewing the annual report produced by the designated teacher to evaluate the progress of CLA in the school.
- Ensuring they receive feedback from the headteacher regarding the effectiveness of the policy on an annual basis.

**The virtual school head (VSH) is responsible for:**

- Monitoring the attendance and educational progress of the children their authority looks after; this includes children who have left care through adoption, special guardianship or child arrangement orders, or who were adopted from state care outside of England and Wales.
- Ensuring that arrangements are in place to improve the education and outcomes of the authority's CLA, including those placed out-of-authority.
- Building relationships with health, education and social care partners, as well as other partners, so they and the designated teachers understand the support available to CLA and previously CLA.
- Working with the school to ensure all CLA in attendance are fully supported in reaching their full potential.
- Acting as the educational advocate for CLA.
- Acting as a source of advice and information to help parents of previously CLA as effectively as possible.
- Managing the school's allocation of pupil premium plus (PP+) for CLA.
- Ensuring there are effective systems in place to:
  - Maintain an up-to-date roll of the LAC who are in school settings, and gather information about their educational placement, attendance and progress.
  - Inform the headteacher and designated teacher if they have a pupil on roll who is looked after by the LA.
  - Ensure social workers, schools, designated teachers, careers and independent reviewing officers understand their role and responsibilities regarding a pupil's PEP.

- Ensure that up-to-date and effective PEPs that focus on educational outcomes are maintained for all CLA.
- Avoid delays in providing suitable educational provision.
- Ensure the education achievement of CLA is seen as a priority by everyone who has responsibilities for promoting their welfare.
- Report regularly on the attainment, progress and school attendance of CLA through the authority's corporate parenting structures.

**The headteacher is responsible for:**

- Appointing the designated teacher for CLA and previously CLA.
- Allowing the designated teacher the time and facilities to succeed in carrying out their duties.
- Overseeing this policy and monitoring its implementation, feeding back to the Management Committee on the following:
  - The number of CLA and previously CLA in the school
  - An analysis of assessment scores as a cohort, compared to other pupil groups
  - The attendance of CLA and previously CLA, compared to other pupil groups
  - The level of fixed term and permanent exclusions, compared to other pupil groups
- Ensuring all members of staff are aware that supporting CLA is a key priority.
- Ensuring PP+ for previously CLA is managed effectively.
- Promoting the advantages of actively challenging negative stereotypes of CLA.

**The designated teacher for CLA and previously CLA is responsible for:**

- Building relationships with health, education and social care partners and other partners so that they and the VSH understand the support available to CLA and previously CLA.
- Promoting the educational achievement of CLA and previously CLA at the school; this includes those that left care through adoption, special guardianship or child arrangement orders or were adopted from state care outside England and Wales.
- Acting as the main contact for social services and the DfE.
- Promoting a culture of high expectations and aspirations.
- Ensuring CLA are involved in setting their own targets.
- Advising staff on teaching strategies for CLA.
- Ensuring that CLA are prioritised for one-to-one tuition and support.
- Leading on how the child's PEP is developed and used in school to ensure the child's progress towards targets is monitored.
- Liaising with the SENCO to ensure all pupil needs are met.
- Being vigilant in observing any potential safeguarding concerns that could arise surrounding CLA and previously CLA due to their increased vulnerability to harm and reporting these to the DSL as soon as they arise.
- Working with the child's VSH and social worker to develop and implement their PEP.
- Working with the VSH to discuss how funding can be used to support the child's progress and meet the needs identified in their PEP.
- Working with the headteacher to submit an annual report to the governing board, which details the progress of all CLA and previously CLA.

**The DSL is responsible for:**

- Keeping up-to-date records of CLA's respective social worker and VSH.

- Promoting amongst staff the importance of recognising and reporting safeguarding concerns surrounding CLA and previously CLA as soon as possible due to their increased vulnerability to harm.
- Where a child ceases to be looked after and becomes a care leaver, keeping up-to-date contact details of their LA personal advisor and liaising with the advisor as necessary regarding any issues of concern affecting the care leaver.

**The SENCO is responsible for:**

- Ensuring they are involved in reviewing PEP and care plans for CLA and previously CLA.
- Liaising with the class teacher, designated teacher, specialists and parents when considering interventions to support the progress of previously CLA.

**Staff are responsible for:**

- Being aware of CLA and previously CLA and providing them with support and encouragement.
- Preserving confidentiality, where appropriate, and showing sensitivity and understanding.
- Being vigilant for any signs of bullying towards CLA and previously CLA.
- Being vigilant for any signs of safeguarding concerns surrounding CLA and previously CLA due to their increased vulnerability to harm, and reporting any concerns to the DSL as soon as possible.
- Promoting the self-esteem of CLA and previously CLA meetings, and liaising with this social worker regarding the development of plans

The Designated Teacher at Perryfields Primary PRU is Pete Hines (Headteacher).

**Personal Education Plans**

Each child will have a Personal Education Plan (PEP), which their social worker will take the lead in developing. However, the school's role in this plan is crucial and at least one member of staff who knows the child well will attend the meeting to establish and subsequently review this. Other staff will contribute in writing as appropriate.

**The PEP will address the pupil's full range of education and development needs, including:**

- Access to nursery provision that is appropriate to the child's age.
- On-going catch-up support, which will be made available for children who have fallen behind with work.
- Suitable education provided by the LA, where the child is not in school because of suspension or exclusion.
- Transitional support where needed, such as if a child is moving to a new school.
- School attendance and behaviour support, where appropriate.
- Support to help the child meet their aspirations, which includes:
  - Support to achieve expected levels of progress for the relevant national key stage and to complete an appropriate range of approved qualifications.
  - Out-of-school hours learning activities, study support and leisure interests.

The VSH and the designated teacher will ensure that information is included within a CLA or previously CLA's PEP surrounding how they are benefitting from any use of PP+ funding to improve their attainment.

Any interventions supported by PP+ will be evidence-based and in the best interests of the pupil.

### **Working with agencies and the Virtual School Head (VSH)**

The school will ensure that copies of all relevant reports are forwarded to the CLA social workers, in addition to carers or residential social workers.

The school will coordinate their review meetings; for example, hold their annual review of CLA with their statutory care review.

The school will work with other agencies to exchange information, such as changes in circumstances, exclusions or attendance issues, taking prompt action, where necessary, to safeguard CLA and previously CLA.

Behaviour management strategies will be agreed between the VSH and the school, to ensure challenging behaviour is managed in the most effective way for that individual child.

The designated teacher for CLA and previously CLA will communicate with the VSH and child's social worker to facilitate the completion of the PEP.

Through the designated teacher, the school will work with the VSH, social worker and other relevant agencies to monitor any arrangements in place so that actions and activities recorded in the child's PEP are implemented without delay. The designated teacher will communicate with the VSH and agree on how PP+ can be used effectively to accommodate the child's educational attainment and progress.

PP+ for previously-LAC will be allocated directly to, and managed by, the school. The school will work with the VSH to manage allocation of PP+ for the benefit of our cohort of CLA, or previously CLA, and according to their needs. If deemed necessary, the school will allocate an amount of funding to an individual to support their needs.

The designated teacher will ensure consistent and strong communication with the VSH regarding CLA who are absent without authorisation.

The school will share their expertise on what works in supporting the education of CLA and previously CLA.

### **Admissions and Induction Arrangements**

Children who are looked after are a priority for admission.

On admission, the child will meet with the designated teacher and their named member of staff. They will discuss any relevant issues, academic or pastoral, and ensure the child is made to feel comfortable in our school. Records will be requested from the child's previous school and as soon as practicable after they are received a meeting will be held with the carer / parent, social worker, and other relevant professionals, and child as appropriate. This will provide information to inform the child's new Personal Education Plan and ensure that communication systems are established early.

In the first PEP meeting, we will seek clarification from the social worker as to who requires school reports and who may give permission for school trips or other such activities. At this meeting any means of communication to aid the fluid exchange of information between statutory meetings will be discussed and agreed (such as a home/school book to detail any sudden significant changes in a child's circumstances.)

## **School Trips and Special Activities**

We will aim to ensure that looked after children enjoy the same extra-curricular opportunities as other children by reserving placements for them on trips or on activities. We take parental permission from the named carers unless instructed otherwise by Social Services.

## **Complaints**

If a young person, parent or social worker wishes to complain about the provision or policy, they should in the first instance raise it with the designated teacher, who will try to resolve the situation.

If the issue cannot be resolved within 10 days, the young person, carer or social worker can submit a formal complaint in writing to the Headteacher. The Headteacher will investigate the complaint and respond within 10 working days.

Any issue that remain unresolved at this stage should be addressed through a meeting in order to assess the impact of any such complaint upon the young person's education. This meeting may include the named Management Committee Member and any other outside agency that both parties deem necessary to attend. This meeting should normally be held within 10 working days of the Headteacher's response.

The Named Management Committee Member for Children Looked After is Iain Sweatman.