



Looked After Children (LAC) Policy

Applicable to:	✓	Astley Community High School
	✓	Seaton Sluice Middle School
	✓	Whytrig Middle School
Approval body:	Pupil Support Committee	

Status:

Statutory policy or document	No
Review frequency	Governing Body to determine
Approval by	Governing Body to determine

Publication:

Statutory requirement to publish on school website	No
Agreed to publish on school website	Yes

Review:

Frequency	Next Review Due
Annually	January 2020

Version Control:

Author	Creation Date	Version	Status
Business Manager (BW)	29 November 2018	0.1	Initial draft based on ACHS LAC Policy (September 2015)
Changed by	Revision Date		
Business Manager (BW)	1 February 2019	1.0	Final approved version for publication

1 Overview

1.1 The Seaton Valley Federation believes that in partnership with Northumberland County Council as corporate parents, we have a special duty to safeguard and promote the education of Looked After Children (LAC).

1.2 The federation therefore 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
- support our Looked After Children and give them access to every opportunity to achieve to their potential and enjoy learning
- fulfil our 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?”

2 Roles and Responsibilities

2.1 The Senior Leadership Team will:

- nominate a Designated Teacher in each school for Looked After Children, who will act as their advocate and co-ordinate support for them:
 - ACHS - Mr Graham Scott
 - WMS - Mr Jon Souter
 - SSMS - Mr Joe Elliott
- support the Designated Teacher in carrying out their role by making time available and ensuring that they attend training on Looked After Children
- nominate a governor to ensure that the needs of Looked After Children in the federation are taken into account at a school management level and to support the Designated Teacher; this person is Mr David Bickerdike

2.2 The Designated Teacher will:

- maintain an up to date record of all Looked After Children who are on the school roll, which will include:
 - status i.e. care order or accommodated
 - type of placement i.e. foster, respite, residential etc.
 - 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 - School Action/School Action Plus where appropriate
 - child protection information when appropriate
 - baseline information and all test results
 - attendance figures
 - exclusions
- ensure that there is a Personal Education Plan (PEP) 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. Statement of Special Education Need, and associated plans, Transition Plan, Pastoral Support Programme etc.
- 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 Education Support Service 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 annually to the governing body on the performance of all Looked After Children on the school roll

2.3 All governors and staff will:

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