

Tapton SCHOOL

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Child Looked After Policy

March 2021

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COMMITTEE: Personal Development, Behaviour and Inclusion

LAST REVIEW/UPDATE: March 2021

LEVEL OF CHANGE: Minor

NEXT REVIEW: March 2023

Rationale

To champion the needs of Children Looked After (CLA) and promote the educational achievement and welfare of CLA in order to ensure they achieve as well as possible and lead a fulfilling and rewarding life.

Designated CLA Teacher: Steve Rippin
Designated CLA Deputy: Cathy Czauderna
Designated CLA Governor: Claire Fowler

Responsibility of Designated Teacher and Assistant

Our Designated Teacher will:

- Ensure a welcome and smooth induction for the child and their carer, using the Personal Education Plan to plan for that transition in consultation with the child's social worker
- Ensure that a Personal Education Plan is completed with the child, the social worker, the foster carer and any other relevant people.
- Ensure that each Children Looked After have an identified member of staff that they can talk to. This need not be the Designated Teacher, but should be based on the child's own wishes.
- Monitor progress/attendance and target intervention and support appropriately
- Co-ordinate any support for Children Looked After that is necessary within school.
- Ensure confidentiality for individual pupils, sharing personal information on a need to know basis.
- Promote inclusion in all areas of school life and encourage Children Looked After to join in extra-curricular activities and out of school learning.
- Ensure, as far as possible a member of staff attends planning and review meetings.
- Act as an advisor to staff and Governors, raising their awareness of the needs of Children Looked After.
- Ensure staff members are aware that the support of Children Looked After is a key priority.
- Set up timely meetings with relevant parties where the pupil is experiencing difficulties in school or is at risk of exclusion.
- Ensure the speedy transfer of information between individuals, agencies and – if the pupil changes school – to a new school.
- Be pro-active in supporting transition and planning when moving to a new phase in education.
- Liaise with the Virtual School for Looked After Children team.
- Ensure all child's teaching staff know he/she is a Child Looked After and treat information confidentially.

The Responsibilities of all Staff

All our staff will:

- Have high aspirations for the educational and personal achievement of Children Looked After, as for all pupils.
- Maintain Child Looked After confidentiality and ensure they are supported sensitively.

- Respond positively to a pupil's request to be the named member of staff whom they can talk to when they feel it is necessary.
- Respond promptly to the Designated Teacher's requests for information.
- Work to enable Children Looked After to achieve stability and success within school.
- Promote the self-esteem of all Children Looked After.
- Have an understanding of the key issues that affect the learning of Children Looked After.

Responsibility of the Governing Body

- Identify a designated Governor for Children Looked After.
- Ensure that all Governors are fully aware of the legal requirements and guidance on the education of Children Looked After.
- Ensure the school has an overview of the needs and progress of Children Looked After.
- Allocate resources to meet the needs of Children Looked After.
- Ensure the school's other policies and procedures support their needs.

Procedures: the Governing Body will:

- Monitor the academic progress of Children Local After, through an annual report.
- Ensure that Children Looked After are given top priority when applying for places in accordance with the school's oversubscription criteria.
- Work to prevent exclusions and reduce time out of school, by ensuring the school implements policies and procedures to ensure Children Looked After achieve and enjoy their time at the school, by recognising the extra problems caused by excluding them and by not excluding them except as a last resort.
- Ensure that the school has a Designated Teacher, and that the Designated Teacher is enabled to carry out his or her responsibilities as below.
- Support the Headteacher, the Designated Teacher and other staff in ensuring that the needs of Children Looked After are recognised and met.
- Receive a report once a year setting out:
 1. The number of Children Looked After on the school's roll (if any).
 2. Their attendance, compared to other pupils.
 3. Behaviour.
 4. Involvement in school activities.
 5. Their GCSE results, and other qualifications achieved, as a discreet group, compared to other pupils.
 6. The destinations of pupils who leave the school.
 7. The information for this report should be collected and reported in ways that preserve the anonymity and respect the confidentiality of the pupils concerned.