



# St Nicholas Church of England (Controlled) Primary School

## Child in Care Policy 2015

### Aim of Children in Care Policy

*(formerly known as Looked After Children now referred to as Children in Care (CiC))*

As for all our pupils, St Nicholas Church of England (Controlled) Primary is committed to helping every Child in Care to achieve the highest standards they can, including supporting aspirations to achieve in further and higher education. This can be measured by improvement in their achievements and attendance.

The school will champion the needs of Children in Care, raise awareness and challenge negative stereotypes about them, in order to ensure that they achieve to the highest level possible.

This policy takes account of:

- The duty under Section 52 of the Children Act 2004 to promote the educational achievement of Looked After Children (LAC).
- The Education (Admission of Looked After Children) (England) Regulations 2006.
- Relevant DfES guidance to Governing Bodies (Supporting Looked After Learners: A Practical Guide for School Governors).
- Education Act 2013

St Nicholas will keep this policy under review to take into account any new legislation or changes to the SEN Code and update as required (or at least annually).

### Principles

Children in Care significantly underachieve nationally and are at greater risk of exclusion compared with their peers. St Nicholas Church of England (Controlled) Primary's approach to supporting the educational achievement of Children in Care is based on the following principles:

- Prioritising education.
- Promoting attendance.
- Targeting support.
- Having high expectations.
- Promoting inclusion through challenging and changing attitudes.
- Achieving stability and continuity.
- Early intervention and priority action.
- Listening to children.
- Promoting health and wellbeing.
- Reducing exclusions and promoting stability.
- Working in partnership with carers, social workers and other professionals.

Date published	Policy review date	Agreed by	Date agreed
November 2015	November 2016	IEB	19 November 2015

St Nicholas Church of England (Controlled) Primary is committed to providing quality education for all pupils and will:

- Ensure Children in Care are prioritised in the school's oversubscription criteria, in line with the Education (Admission of Looked After Children) (England) Regulations 2006. (These require admissions authorities to give top priority for admission to LAC in their oversubscription criteria).
- Ensure a Designated Teacher or responsible person for Children in Care is identified and enabled to carry out the responsibilities set out below
- Ensure a Personal Education Plan is put in place, implemented and regularly reviewed for every Looked After Child, in line with Kent's guidance on Personal Education Plans.
- Work with Virtual Schools Kent to ensure best interests of Children in Care are promoted

### **Governing Bodies' responsibilities:**

Through an Annual Report containing:

- the number of Children in Care pupils in St Nicholas;
- a comparison of test scores as a discrete group, compared with those of other pupils;
- the attendance of pupils as a discrete group, compared to other pupils;
- the level of fixed term / permanent exclusions; and
- pupil destinations.

Governors should be satisfied that the school's policies and procedures ensure that Children in Care have equal access to:

- the National Curriculum;
- Statutory Assessments;
- additional educational support;
- extra-curricular activities

And be aware OFSTED will focus on Children in Care, monitoring how St Nicholas has promoted their inclusion and attainment and the effectiveness of joint working with other services involved with them.

### **Headteacher's Responsibilities**

- Appoint a Designated Teacher or responsible person for Children in Care
- Allocate resources to meet the needs of Children in Care
- Ensure procedures are in place to monitor the admission, progress, attendance and any exclusion of Children in Care and take action where progress, conduct or attendance is below expectations.
- Report on the progress, attendance and conduct of Children in Care. OFSTED now select a number of Children in Care, tracking their results and the support they have received.
- Ensure that staff in St Nicholas receive relevant training and are aware of their responsibilities under this policy and related guidance.
- Ensure Children in Care 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 in Care achieve and enjoy their time at the St Nicholas, recognising the extra problems caused by excluding them and not excluding them except as a last resort.
- Ensure the St Nicholas has a Designated Teacher or responsible person and the Designated Teacher or responsible person is enabled to carry out his or her responsibilities as below.

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- Support the Designated Teacher or responsible person and other staff in ensuring the needs of Children in Care are recognised and met.

### **Designated Teachers (or responsible person) for Children in Care (CiC)**

#### **Responsibilities are to:**

- be a qualified teacher
- perform the role of the named CiC Designated Teacher or responsible person.
- have a voice at Senior Leadership Team meetings when concerned about providing suitable AEN support for the students to achieve academically and socially
- Ensure the St Nicholas's other policies and procedures support their needs
- Monitor and evaluate the effectiveness of CiC provision across the St Nicholas and to advise the Headteacher of changing requirements
- be a champion of CiC and to ensure that the St Nicholas celebrates their success
- Ensure that all staff are aware of their roles and responsibilities and that they receive suitable training and support in order to carry out their roles.
- ensure that all staff are briefed on the regulations and practice outlined in this policy.

The **Designated Named Teacher** at St Nicholas Church of England (Controlled) Primary is: Mrs Dionne Harper (Deputy Headteacher/ SENCO)

### **Designated Looked After Teacher Procedures**

#### **Liaise with Virtual Schools Kent (VSK) and share all requested information**

- 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, at least two weeks before the Care Plan reviews.
- Ensure that each Child in Care has an identified member of staff that they can talk to. This need not be the Designated Teacher or responsible person but should be based on the child's own wishes.
- Track academic progress and target support appropriately
- Co-ordinate any support for the Children in Care that is necessary within school.
- Ensure confidentiality for individual pupils, sharing personal information on a need to know basis.
- Encourage Children in Care to join in extra-curricular activities and out of school learning.
- Ensure, as far as possible, attendance at planning and review meetings.
- Act as an advisor to staff and Governors, raising awareness of the needs of Children in Care.
- Set up timely meetings with relevant parties where the pupil is experiencing difficulties in the St Nicholas 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.
- Track academic progress and target support appropriately recording all interventions for Pupil premium accountability.
- Promote inclusion in all areas of school life.
- Be aware that 60% of Children in Care say they are bullied, so will actively monitor and prevent bullying in school by raising awareness through the school's anti-bullying policy.
- Ensure the audit on attendance and numbers is returned to the CiC Education Adviser every Term.

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## Staff Responsibilities

All St Nicholas Staff will:

- Have high aspirations for the educational and personal achievement of Children in Care, as for all pupils.
- Maintain Children in Care's 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 or responsible person's requests for information.
- Work to enable Children in Care to achieve stability and success within school.
- Promote the self-esteem of all Children in Care.
- Have an understanding of the key issues that affect the learning of Children in Care.
- Be aware that 60% of Children in Care say they are bullied so work to prevent bullying in line with the School's policy.

Information about the education of Children in Care is also available on <http://www.virtualschool.lea.kent.sch.uk/>

This policy also links with a number of other school policies listed below. St Nicholas Church of England (Controlled) Primary will take into account the needs of Children in Care when reviewing them:

- Admissions Policy (Oversubscription criteria)
- Behaviour Policy
- Home School Agreement
- Anti-bullying Policy
- Equal Opportunities Policy
- Child Protection Policy
- SEN and Disability Policy

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