



**KINGS
COLLEGE**
GUILDFORD

Education for Children In Care 2016/2017

Kings College Guildford
“An uncompromising commitment to excellence”

POLICY REVIEW AND AMENDMENT LOG

Next review date:

Reviewed By:	Review Date	Reviewing Governor	Date Approved by Governing Body
Ed Le Brun	July 2016	Fiona White	



1. INTRODUCTION

Looked after children will be considered to be:
'children who are registered as being in the care of a Local Authority in accordance with Section 22 of the Children Act 1989(a), e.g. fostered or living in a children's home, at the time an application for a school is made.'

Looked After Children will have a care manager who will arrange their care plan.

Kings College Guildford is committed to providing quality education for all of its students, based on equality of opportunity, access and outcomes. The College recognises that nationally there is considerable educational underachievement of looked after children when compared to their peers. As a result the College is committed to implementing the principles and practices as outlined in the Children Act (2004); Improving the attainment of looked after young people in secondary schools (DfE 2009) and The roles and responsibilities of the designated teacher for looked after children (DfE 2009). The Children Act places a duty to safeguard looked after children, to promote their educational achievements and to ensure that they are able to 'achieve to and reach their full potential'. It is the collective responsibility of local authorities and schools to achieve good parenting and adhere to six principles:

- Prioritising education
- Having high expectations
- Inclusion – changing and challenging attitudes
- Achieving continuity and stability
- Early intervention – priority action
- Listening to children

Government guidance has also introduced two key measures:

- To ensure Designated Teachers are nominated in every school
- To ensure Personal Education Plans (PEP's) are in place for Looked After Children
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Kings College Guildford is committed to ensuring that Designated Teachers and staff are enabled to carry out their responsibilities effectively.

2. ROLES AND RESPONSIBILITIES OF THE DESIGNATED TEACHER

The Designated Teacher should:

- Be an advocate for looked after children
- Ensure a smooth and welcoming induction for the child and carer/s (and parent/s where possible)
- Note any specific requirements including care status
- Ensure that a Personal Education Plan is completed (within 20 days of entering care or joining a new school). This should be prepared with the child and the carer/s (and parent/s if possible), in liaison with the social worker and other relevant support workers/agencies. Where appropriate, the PEP should take account of any Individual Education Plan (IEP), Pastoral Support Plan (PSP), Individual Behaviour Plan (IBP) career plan or any other relevant plans. The PEP should inform the child's learning and progress and be reviewed every 6 months.
- Ensure that each looked after child has an identified member of staff that they can talk to.
- Ensure examination entries for all looked after children.
- Co-ordinate support for the child in the school and liaise with other professionals and carers as necessary.
- Ensure staff and governors receive relevant information and training.
- Ensure confidentiality for individual children and only share personal information on a need to know basis.
- Provides written information to assist planning/review meetings and ensure attendance as far as possible.
- Encourage looked after children to participate in extra-curricular activities and out of hours learning.
- Seek urgent meetings with relevant parties where the child is experiencing difficulties and/or is in danger of being excluded.

3. ROLES AND RESPONSIBILITIES OF ALL STAFF

- As with all children, have high aspirations and celebrate the educational and personal; achievement of looked after children.
- Ensure entry to examinations for looked after children.
- Be familiar with the Guidance on Looked After Children and respond appropriately to requests for information to support the completion of PEP's and other documentation needed as part of review meetings.
- Liaise with the Designated Teacher where a looked after child is experiencing difficulty.

4. ROLES AND RESPONSIBILITIES OF THE GOVERNING BODY

The governing body of the College will:

- Ensure that admission criteria (aided and Foundation) prioritise LAC, according to the Code of Practice on Admissions.
- Ensure all Governors are fully aware of the legal requirements and Guidance for Looked After Children.
- Ensure that there is a named Designated Teacher for Looked After Children
- Nominate a Governor who links with the Designated Teacher, receives regular progress reports and provides feedback to the governing body.
- For child protection and confidentiality reasons, ensure that information will be collected and reported in ways that preserve the anonymity, and respect the confidentiality of the students concerned.
- Review the effective implementation of this policy at least every three years and preferably annually.
- Ensure the College's other policies and procedures give looked after children equal access in respect of:
 - i) Admission to the school
 - ii) The National Curriculum and public examinations
 - iii) Additional educational support where this is needed. Extra-curricular activities
 - iv) Careers guidance

The Principal, Designated Teacher and Continued Professional Development Co-ordinator will be responsible for ensuring all staff are briefed on the regulations and practice outlined in the guidance from the Department of Education as listed previously.