



ENDEAVOUR
PERSEVERE
ACHIEVE

Emerson Park Academy

A SPECIALIST SPORTS COLLEGE

POLICY FOR THE EDUCATION & WELFARE OF LOOKED AFTER CHILDREN (LAC)

Signature (Chair of Board of Directors)

September 2014

Statement

Nationally, Looked After Children are at significantly greater risk of underachievement and exclusion compared with their peers. At Emerson Park Academy we have a major part to play in ensuring that Looked After Children are enabled to be healthy, stay safe, enjoy, achieve, make a positive contribution to society and achieve economic well-being.

Helping Looked After Children succeed and providing a better future for them is a key priority for Emerson Park Academy. 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;
- DfES guidance for Governing Bodies - *Supporting Looked After Learners: A Practical Guide for School Governors* (2006);
- DCFS guidance for Governing Bodies - *The Roles and Responsibilities of the Designated Teacher for Looked After Children: Statutory Guidance for School Governing Bodies* (2009).

Emerson Park Academy's approach to supporting the educational achievement of Looked After Children 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

Implications

As for all our pupils, Emerson Park Academy is committed to helping every Looked After Child to achieve the highest standards s/he can, including supporting aspirations to achieve in further and higher education. This can be measured by improvement in their achievements and attendance.

The Directors of Emerson Park Academy are committed to providing quality education for all pupils and will ensure that:

- Looked After Children are prioritised in the Academy's admissions criteria;
- a Designated Teacher for Looked After Children is identified and enabled to carry out the responsibilities set out below;
- a Personal Education Plan is put in place, implemented and regularly reviewed for every Looked After Child, in line with guidance on Personal Education Plans set out either by Havering or the local authority with responsibility for the care of the child;
- a Designated Director for Looked After Children is identified.

This policy links with a number of other Academy policies and it is important that the Directors have regard for the needs of Looked After Children when reviewing all policies. The Academy will champion the needs of Looked After Children, raise awareness and challenge negative stereotypes about them, in order to ensure that they achieve their potential.

Designated Teacher for Looked After Children:

Mrs J. Egleton

Designated Director for Looked After Children:

Mrs V. O'Connor

**Respo
nsibili
ties of
the**

Head Teacher

- Identify a Designated Teacher for Looked After Children, whose role is set out below. It is essential that another appropriate person is identified quickly should the Designated Teacher leave the school or take sick leave.
- Ensure that procedures are in place to monitor the admission, progress, attendance and any exclusions of Looked After Children and take action where progress, conduct or attendance is below expectations.
- Report on the progress, attendance and conduct of Looked After Children.
- Ensure that staff in school receive relevant training and are aware of their responsibilities under this policy and related guidance.

Responsibilities of the Directors

- Identify a nominated Director for Looked After Children.
- Ensure that all Directors are fully aware of the legal requirements and guidance on the education of Looked After Children.

- Ensure the Academy has an overview of the needs and progress of Looked After Children.
- Allocate resources to meet the needs of Looked After Children.
- Ensure the Academy's other policies and procedures support their needs.

Procedures - The Directors will:

- Monitor the academic progress of Looked After Children, through an annual report (see below).
- Ensure that Looked After Children are given top priority when applying for places in accordance with the Academy's oversubscription criteria.
- Work to prevent exclusions and reduce time out of school. The Academy will implement policies and procedures to ensure Looked After Children achieve and enjoy their time at the Academy and recognise the extra problems caused by excluding them. Looked After Children should only be excluded 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 Head Teacher, the Designated Teacher and other staff in ensuring that the needs of Looked After Children are recognised and met.
- Receive a report once a year setting out:
 - the number of looked-after pupils on the Academy's roll (if any);
 - their attendance, as a discreet group, compared to other pupils;
 - their SAT scores, GCSE results, data on the % achieving 3 and 4 levels of progress and other qualifications achieved, as a discreet group, compared to other pupils;
 - the number of fixed term and permanent exclusions (if any);
 - the destinations of pupils who leave the school;

The information for this report should be collected and reported in ways that preserve the anonymity and respect the confidentiality of the pupils concerned.

The Role and Responsibilities of the Designated Teacher

Our Designated Teacher will carry out the following responsibilities:

- 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 in accordance with statutory and locally agreed regulations.
- Ensure that each Looked After Child has 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. *Members of staff who take on this role may need to be supported by the Designated Teacher or someone from the Academy's Pastoral Team. They should also be alert to any child protection issues, any disclosures that pupils may make, and know what action to take. They should link closely, therefore, with the Academy's Child Protection Officer.*
- Track academic progress and target support appropriately.
- Co-ordinate any support for the Looked After Children that is necessary within school.
- Ensure confidentiality for individual pupils, sharing personal information on a need to know basis.
- Encourage Looked After Children 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 their awareness of the needs of Looked After Children.
- 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.
- Track academic progress and target support appropriately.
- Promote inclusion in all areas of school life.
- Actively monitor and prevent bullying of Looked After Children by raising awareness through the Academy's anti-bullying policy.
- Ensure that the audit on attendance and numbers is returned to the LAC Education Adviser every Term.

Responsibilities of all Staff

All our staff will:

- have high aspirations for the educational and personal achievement of Looked After Children, as for all pupils;
- maintain Looked After Children's confidentiality and ensure they are supported sensitively;
- respond positively to a pupil's request to be the named member of staff to whom they can talk when they feel it is necessary;
- respond promptly to the Designated Teacher's requests for information;

- work to enable Looked After Children to achieve stability and success within school;
- promote the self-esteem of all Looked After Children;
- have an understanding of the key issues that affect the learning of Looked After Children;
- work to prevent bullying in line with the Academy's policy.