TOLWORTH SCHOOL
Happy children, successful learners

Tolworth School is committed to promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Looked After Children Policy

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Governors' Committee Responsible Lead Member of Staff	Children, Families & Community Linda Jackson (Children and Families Coordinator)
Status	Voluntary
Review Cycle	2 yearly
Date written	September 2024
Date of next review	September 2026

Tolworth School believes that in partnership with Achieving for Children (Kingston's Children Services) as Corporate Parents we have a special duty to safeguard and promote the education of Looked After Children. (This also includes out of borough children that are placed with us).

AIM

To provide a safe and secure environment, where education is valued and there is a belief in the abilities and potential of all children.

To support our looked after children and give them access to every opportunity to achieve to their potential and enjoy learning.

To fulfil our schools' 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?'** and ensuring we are listening to the wishes and view of the child.

IN PURSUIT OF THIS POLICY WE WILL

- Nominate a Designated teacher for Looked After Children who will act as their advocate and co-ordinate support for them. **- Rachel Nye (Deputy DSL - Linda Jackson)**

- Nominate a school governor to ensure that the needs of Looked After Children in the school are taken into account at a school management level and to support the Designated Teacher. - **Stephan John / Eliza Walsh**

- Support the Designated teacher in carrying out their role by making time available and ensuring that they attend training on Looked After Children.

The Designated teacher will:

- Maintain an up to date record of all Looked After Children who are on the school roll. This will include:

  - Status i.e. care order or accommodated.
  - Type of Placement i.e. Foster, respite, residential.
  - 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 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.

- Ensure that someone attends Childrens 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 Virtual School 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 to the Governing body annually on the performance of the looked after children who are on the roll of the school.

All governors and staff will:

- Support the local authority in its statutory duty to promote the educational achievement of looked after children