

Kilburn Infant & Nursery School

LOOKED AFTER CHILDREN POLICY

Statement of intent

Educational achievement and subsequent life chances for looked after children are typically below average. Children and young people who are looked after require special treatment and positive discrimination in their favour in order to improve their situation.

Kilburn Infant & Nursery School endeavours to provide positive experiences and offer stability, safety, continuity and individual care and attention for all our pupils. With this in mind, we aim to:

- Encourage pupils to reach the highest standards of which they are capable and to make good progress from what they are currently already able to do.
- Ensure that pupils enjoy high quality teaching and are enjoying a curriculum which meets their needs and the requirements of legislation.
- Plan realistically and using the school's resources efficiently in order to ensure the school meets the needs of the children.
- Promote a positive approach in all aspects of school life.
- Help pupils develop their cultural, moral and social understanding.

1. Legal framework

1.1 This policy has due regard to legislation including, but not limited to, the following:

- The Children Act 1989
- The Care Planning, Placement and Case Review (England) Regulations 2010
- The Children (Leaving Care) Act 2000
- The Children and Young Persons Act 2008
- The Children and Families Act 2014

1.2. This policy will be implemented in conjunction with the school's:

- Admissions Policy.
- Code of Conduct.
- Positive Relationships Policy.
- Home School Agreement.
- Anti-bullying Policy.
- Protected Characteristics Policy
- Child Protection Policy.
- Special Educational Needs Policy.

2. Definitions

- 2.1. Looked after children are defined as, children or young people who are subject of a Care Order or Interim Care Order under the Children Act 1989.
- 2.2. This definition applies to children who are placed in foster care, children's residential homes, with relatives or friends, in semi-independent or supported independent accommodation.
- 2.3. If a child is subject to a Care or Interim Care Order whilst placed with a parent, they are classed as looked after, since the LA has parental responsibility.
- 2.4. Children who are not subject to an order, but are accommodated by the LA under an agreement with their parents, are regarded as looked after.

3. Personal Education Plans (PEPs)

- 3.1. Every looked after child must have a personal education plan (PEP), which is used to support the child in fulfilling their educational potential.
- 3.2. The PEP is an evolving record of what needs to happen for the child to enable them to make their expected progress.
- 3.3. The PEP will reflect the importance of a personalised approach to learning which meets the identified educational needs of the child.
- 3.4. All the relevant bodies, such as the LA, the designated teacher and other teachers, will work with the child in creating the PEP.
- 3.5. The PEP will include access to nursery provision that is appropriate to the child's age. 3.6. On-going, catch-up support will be made available for children who have fallen behind with work.
- 3.7. If a child is not in school because of suspension or exclusion, suitable education will be provided by the LA.
- 3.8. If a child is moving to a new school, transitional support will be provided and will be factored into their PEP.
- 3.9. Support will be provided to help the child meet their aspirations, including:
- Support to achieve expected levels of progress for the relevant national curriculum key stage and to complete an appropriate range of approved qualifications.
 - Careers advice, guidance and financial information about further education, training and employment.

3.10. The PEP will include extended services such as afterschool clubs, study support and leisure interests.

3.11. Support will be provided for improving attendance and behaviour

4.The designated teacher

4.1. Under the Children and Young Persons Act 2008, all maintained schools are required to have a designated teacher for looked after children.

4.2. The primary duty of the designated teacher is to promote the educational achievement of looked after children at the school.

4.3. It is the responsibility of the Governing Board to ensure the designated teacher has received adequate training for the role.

THE DESIGNATED TEACHER FOR LOOKED AFTER CHILDREN AT KILBURN INFANT & NURSERY SCHOOL IS LOUISE SWINFIELD – DEPUTY HEADTEACHER AND DEPUTY DESIGNATED SAFEGUARDING LEAD

4.4. The designated teacher will update the Governing Board, re: details the progress of looked after children, as needed..

4.5. The designated teacher will:

- Promote a culture of high expectations and aspirations.
- Ensure the child is involved in setting their targets.
- Advise staff on teaching strategies for looked after children.
- Ensure that looked after children are prioritised for 1 – 1 tuition.
- Take responsibility for developing and implementing PEPs

5. Communicating with agencies

5.1. The school will ensure that copies of all relevant reports are forwarded to the looked after children's social workers, in addition to carers or residential social workers.

5.2. The school will co-ordinate their review meetings, for example, hold their annual review of looked after children with their statutory care review.

5.3. The school will work with other agencies to exchange information such as changes in circumstances, exclusions or attendance issues.

6. Headteacher responsibilities

6.1. It is the responsibility of the headteacher to oversee this policy and monitor its implementation.

6.2. The headteacher will make all members of staff aware that the support of looked after children is a key priority.

6.3. The headteacher will allow the designated teacher the time and facilities to succeed in carrying out their duties.

6.4. The headteacher will lead in actively challenging negative stereotypes of looked after children

7. Staff responsibilities

7.1. Staff will be aware of looked after children in their classes and provide them with support and encouragement.

7.2. Staff will preserve confidentiality and show sensitivity and understanding.

7.3. Staff will be vigilant for signs of bullying

7.4. Staff will promote the self-esteem of looked after children.

8. Policy review

8.1. This policy is reviewed every year by the designated teacher and the headteacher.

8.2. The scheduled review date for this policy is Summer 2029.

Links with additional school policies

All policies of Kilburn Infant & Nursery School are reviewed and adopted by the Governing Body on a three-year cycle. All policies are available to view on request to the Head teacher, and some policies are sent out annually to parents/carers.

Many policies, practices and procedures are inter-related, including:

Accessibility; Administering Medicines; Admissions; Anti-bullying; Arts; Allergy; Asthma; Assessment; Attendance; Behaviour Principles; Breast Ironing; British Values; CCTV; Charging; Child on Child abuse; Child Protection; Code of Conduct; Complaints; Confidential Reporting Code; Critical Incident Plan; Curriculum; Data Protection; Debt Management; Disciplinary Procedure for School Staff; Dinner Money; Disability; Drugs; Educational Visits; Exclusion; External Contributors; Extremism & Radicalisation; EYFS; First Aid; Financial Regulations; Financial Procedures; Food; Freedom of Information; Governors' Expenses; Grievance; Health & Safety; Homework; Home + School Agreements; Intimate/Personal Care; IT & Disaster Recovery; Lockdown Procedures; Looked After Children; Managing Allegations; No Smoking; Online Safety; Pay; PSHE; Physical Intervention; Promoting British Values; Protected Characteristics; Private Fostering; Recruitment; Redundancy; Relationships: Relationship, Sex & Health (RSHE); School Privacy Notice; School Travel Plan; SEN; SMSC; Statement of Internal Control; Stress Management; Supporting Pupils with Medical Conditions; Teacher Appraisal; Uniform & Appearance; Vexatious Complaints; Violence; Violent & Abusive Visitors; Zero Tolerance

Dissemination, Responsibility & Reviews

All relevant members of staff and the school community will receive a copy of this policy. Policy reviews/amendments will include statutory changes, and school community feedback and ideas.

The Head teacher and relevant staff will keep up to date with developments in this area by attending all relevant training, accessing literature, and cascading information to the school community.

J. Baillie
Headteacher

Policy reviewed by Governors: **Summer 2026**