

Re-approved: July 2016

Review Date: June 2017

Statement of Arrangements to meet the needs of Looked After Children at Trinity Academy

CONTEXT

The term 'looked after children' is generally used to mean those looked after by the state. This includes those who are subject to a care order or temporarily classed as looked after on a planned basis for short breaks or respite care. The term is also used to describe 'accommodated' children who are looked after on a voluntary basis at the request of, or by agreement with, their parents. These children are referred to as "children in care".

The majority of children enter care because of abuse and neglect and 45% have a diagnosable mental health condition. Nationally, Looked After Children significantly underachieve and are at greater risk of exclusion compared with their peers. Schools 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.

Looked After children may have some or all of the following issues:

- Low self esteem
- Poor education standards due to time out of school
- Delayed social/emotional/cognitive development
- Be bullied or bully others.
- Be prone to mental health issues
- Be isolated with few friends
- Have behaviour issues
- Poor attachments to others

This makes them an extremely vulnerable group in terms of education and future life-chances.

Trinity Academy's approach to Looked After Children will be in keeping with the aims and values of the school, namely that:

- Every pupil will be given the opportunity to reach his or her full academic, creative and athletic potential.
- Every pupil will be encouraged to show curiosity, imagination and enthusiasm for learning and a capacity for independent and logical thought.
- The needs of each individual will be acknowledged and respected and every effort made to meet them.

In order to provide the best possible support for Looked After Children, the following

measures will be put in place:

- A Designated Teacher for Looked After Children
- Personal Education Plans for all Looked After Children
- All staff to have a clear understanding of confidentiality

RESPONSIBILITIES

1. RESPONSIBILITY OF THE HEADTEACHER

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 Academy or be absent.

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, conduct of, and support provided to, Looked After Children.

Ensure that all staff receive relevant training and are aware of their responsibilities in respect of Looked After Children.

Ensure that the adoptive parents or guardians of previously Looked After Children have ready access to an identified member of staff

2. RESPONSIBILITY OF THE BOARD OF TRUSTEES

Identify a nominated Trustee for Looked After Children.

Ensure that all Trustees 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.

3. THE ROLE OF THE DESIGNATED TEACHER

Be an advocate for Looked After Children.

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

Keep Personal Education Plans and other records up to date, particularly in time to inform review meetings.

Ensure that each Looked After child has an identified member of staff that they can talk to. This should be based on the child's request, and may not necessarily be the Designated Teacher.

Co-ordinate support for the child in the school and liaise with other professionals and carers as necessary.

Ensure staff receive relevant information and training and act as an advisor to staff and Trustees.

Ensure confidentiality for individual children and only share personal information on a need to know basis.

Provide written information to assist planning/review meetings and ensure attendance as far as possible.

Ensure that the child and carer(s) receive early notification of meetings, parents' evenings and other events and that communication remains regular and positive.

Encourage Looked After Children to participate in extra-curricular activities and out of hours learning, where feasible.

Ensure speedy transfer of information between individuals and other relevant agencies and to a new school if and when the child transfers.

Seek urgent meetings with relevant parties where the child is experiencing difficulties and/or is in danger of being excluded.

Ensure that returns on Looked After Children are completed.

4. RESPONSIBILITIES OF ALL STAFF

Have high aspirations for the educational and personal achievement of Looked After Children, as for all students.

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 whom they can talk to 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.

Be aware that a high proportion of Looked After Children have experienced bullying, so work

to prevent bullying in line with the Academy's Anti-Bullying policy.

CONFIDENTIALITY

Information on Looked After Children will be shared with staff on a 'need to know basis'

The Designated Teacher will discuss what information is shared with which staff at meetings to discuss Personal Education Plans. Once this has been agreed with the social worker, carer, young person and other parties, complete confidentiality is to be maintained.

TRAINING

The Head Teacher and Designated Teacher will be responsible for ensuring all staff are briefed on these arrangements at induction and on a regular basis.

RELATED POLICIES

This Statement of Arrangements should be read in conjunction with the school's:

- Behaviour Policy
- Anti-Bullying Policy
- Attendance and Punctuality Policy
- Equality Opportunities Policy
- Child Protection Policy
- Safeguarding and Pupil Welfare Policy

REVIEW

This Statement of Arrangements will be reviewed on an annual basis.

Review: To be reviewed annually by the Board of Trustees