

Lynnfield Primary School
LAC Policy

Contents:

1. Statement of Intent
2. Legal Framework
3. Definitions
4. PEP
5. Working with Agencies
6. Training
7. Pupil Mental Health
8. Exclusions
9. Pupils with SEND
10. Monitoring and review

Lynnfield Primary School

LAC Policy

1. Statement of intent

Educational achievement and subsequent life chances for LAC and previously-LAC are of real concern. Pupils who are looked after require special treatment and additional attention in order to improve their situation.

Lynnfield Primary School endeavours to provide positive experiences and offer stability, safety, and individual care and attention for all our pupils. With this in mind, we aim to:

- Encourage pupils to reach their potential and to make good progress in relation to their professional, social and emotional development.
- Ensure that pupils enjoy high quality teaching and a curriculum which meets their needs and the requirements of legislation.
- Plan support for LAC realistically and use the school's resources efficiently to ensure the school meets their needs.
- Promote a positive culture in all aspects of school life.
- Help pupils develop their cultural, moral and social understanding.

2. Legal Framework (Updated 2019)

This policy has due regard to legislation and statutory guidance including, but not limited to, the following:

- Children Act 1989
- The Care Planning, Placement and Case Review (England) Regulations 2010
- Children (Leaving Care) Act 2000
- Children and Young Persons Act 2008
- Children and Families Act 2014
- Children and Social Work Act 2017
- DfE (2018) 'Promoting the education of looked-after children and previously looked-after children'
- DfE (2018) 'The designated teacher for looked-after and previously looked-after children'
- DfE (2017) 'Exclusions from maintained schools, academies and pupil referral units in England'
- DfE (2019) 'Keeping children safe in education'
- DfE (2018) 'Working Together to Safeguard Children'

This policy operates in conjunction with the following school policies and documents:

- Attendance Policy
- Children Missing in Education Policy
- Child Protection Policy
- Safeguarding Policy
- Mental Health and Behaviour Policy
- SEND Policy
- Nurture Policy

3. Definitions

"Looked after children (LAC)" are defined as:

- Children or young people who are the subject of a Care Order or Interim Care Order under the Children Act 1989.
- Children who are placed in foster care, children's residential homes, with relatives or friends, in semi-independent or supported independent accommodation.

Lynnfield Primary School LAC Policy

- Children subject to a Care or Interim Care Order whilst placed with a parent, where the LA has parental responsibility.
- Children who are not subject to an order, but are accommodated by the LA under an agreement with their parents.

“Previously-LAC” are defined as:

- Children who are no longer looked after by an LA in England and Wales because they have either been adopted or are the subject of an adoption, special guardianship or child arrangements order.
- Children who were adopted outside England and Wales from ‘state care’ (care that is provided by a public authority, religious organisation, or other organisation whose main purpose is to benefit society).

4. Roles and responsibilities

The governing body is responsible for:

- Ensuring the school has a coherent policy for LAC and previously-LAC.
- Reviewing the school’s policies and procedures in conjunction with legislation and statutory guidance.
- Ensuring the designated teacher for LAC and previously-LAC has received the appropriate training. Ensuring that appropriate staff have the information they need in relation to each looked after child’s:
 - Legal status (i.e. whether they are looked after under voluntary arrangements with consent of parents or on an interim or full care order) and contact arrangements with birth parents or those with parental responsibility.
 - Care arrangements and the levels of authority delegated to the carer by the LA.
- Ensuring LAC and previously-LAC have equal access to all areas of the curriculum and that reasonable adjustments are made, if necessary.
- Reviewing reports produced by the designated teacher to evaluate the progress of LAC in the school.
- Ensuring they receive feedback from the Executive Headteacher regarding the effectiveness of the policy.

The Virtual School Head (VSH) is responsible for:

- Monitoring the attendance and educational progress of the children their authority looks after; this includes children who have left care through adoption, special guardianship or child arrangement orders, or who were adopted from state care outside of England and Wales.
- Ensuring that arrangements are in place to improve the education and outcomes of the authority’s LAC, including those placed out-of-authority.
- Building relationships with health, education and social care partners, as well as other partners, so they and the designated teachers understand the support available to LAC and previously-LAC.
- Working with the school to ensure all LAC in attendance are fully supported in reaching their full potential.
- Acting as the educational advocate for LAC.
- Acting as a source of advice and information to help parents of previously-LAC as effectively as possible.
- Ensuring there are effective systems in place to:
- Maintain an up-to-date roll of the LAC who are in school settings, and gather information about their educational placement, attendance and progress.

Lynnfield Primary School LAC Policy

- Inform the Executive Headteacher and designated teacher if they have a pupil on roll who is looked after by the LA.
- Ensure social workers, schools, designated teachers, careers and independent reviewing officers understand their role and responsibilities regarding a pupil's PEP.
- Ensure that up-to-date and effective PEPs that focus on educational outcomes are maintained for all LAC.
- Avoid delays in providing suitable educational provision.
- Ensure the education achievement of LAC is seen as a priority by everyone who has responsibilities for promoting their welfare.
- Report regularly on the attainment, progress and school attendance of LAC through the authority's corporate parenting structures.

The Executive Headteacher is responsible for:

- Appointing the designated teacher for LAC and previously-LAC.
- Allowing the designated teacher the time and facilities to succeed in carrying out their duties.
- Overseeing this policy and monitoring its implementation, feeding back to the governing board on the following:
 - The number of LAC and previously-LAC in the school
 - An analysis of assessment scores as a cohort, compared to other pupil groups
 - The attendance of LAC and previously-LAC, compared to other pupil groups
- The level of fixed term and permanent exclusions, compared to other pupil groups
- Ensuring all members of staff are aware that supporting LAC is a key priority.
- Promoting the advantages of actively challenging negative stereotypes of LAC.

The Designated Teacher for LAC and previously-LAC is responsible for:

- Building relationships with health, education and social care partners and other partners so that they and the VSH understand the support available to LAC and previously-LAC.
- Promoting the educational achievement of LAC and previously-LAC at the school; this includes those that left care through adoption, special guardianship or child arrangement orders or were adopted from state care outside England and Wales.
- Acting as the main contact for social services and the DfE.
- Promoting a culture of high expectations and aspirations.
- Ensuring LAC are involved in setting their own targets.
- Advising staff on teaching strategies for LAC.
- Ensuring that LAC are prioritised for one-to-one tuition and support.
- Leading on how the child's PEP is developed and used in school to ensure the child's progress towards targets is monitored.
- Liaising with the SENCO to ensure all pupil needs are met.
- Working with the child's VSH and social worker to develop and implement their PEP.
- Working with the Executive Headteacher to submit reports to the governing body, which details the progress of all LAC and previously-LAC.

The Designated Safeguarding Lead is responsible for:

- Keeping up-to-date records of LAC's respective social worker and VSH.

Lynnfield Primary School LAC Policy

- Where a child ceases to be looked after and becomes a care leaver, keeping up-to-date contact details of their LA personal advisor and liaising with the advisor as necessary regarding any issues of concern affecting the care leaver.

The SENDCO is responsible for:

- Ensuring they are involved in reviewing PEP and care plans for LAC and previously-LAC.
- Liaising with the class teacher, designated teacher, specialists and parents when considering interventions to support the progress of previously-LAC.

Staff are responsible for:

- Being aware of LAC and previously-LAC and providing them with support and encouragement.
- Preserving confidentiality, where appropriate, and showing sensitivity and understanding.
- Being vigilant for any signs of bullying towards LAC and previously-LAC.
- Promoting the self-esteem of LAC and previously-LAC.

5. PEP (Personal Education Plan)

All LAC children must have a care plan; PEPs are an integral part of this care plan. The PEP is an evolving record of what needs to happen for a pupil to enable them to make the expected progress and fulfil their potential.

The PEP will reflect the importance of a personalised approach to learning which meets the educational needs identified for each child. The school, alongside other professionals and the child's carers, will use the PEP to support the child's educational needs, raise the child's aspirations and improve their life chances. All relevant bodies, such as the LA, the designated teacher and carers, will involve the child in the PEP process at all stages.

The PEP will address the child's full range of education and development needs including:

- Access to nursery provision that is appropriate to the child's age.
- On-going catch-up support, which will be made available for children who have fallen behind with work.
- Transitional support where needed, such as if a child is moving to a new school.
- School attendance and behaviour support, where appropriate.

Support to help the child meet their aspirations, which includes:

Support to achieve expected levels of progress for the relevant national key stage and to complete an appropriate range of approved qualifications.

Careers advice, guidance and financial information about FE, training and employment, that focusses on the child's strengths, capabilities and the outcomes they want to achieve.

Out-of-school hours learning activities, study support and leisure interests.

The PEP will be written by the child's class teacher with the support of the Designated Teacher for LAC and previously-LAC and PSA. Meetings will be lead by Designated Teacher for LAC and previously-LAC or the PSA. In some cases, class teachers will be invited to the meetings and if appropriate, children will also be invited to attend the meeting.

Lynnfield Primary School LAC Policy

6. Working with agencies and the VSH

The school will ensure that copies of all relevant reports are forwarded to the LAC social workers, in addition to carers or residential social workers. A LAC Review will be held termly either at school or at another appropriate venue (dependent on personal circumstances regarding family dynamics, legal orders etc.). At this review, the designated teacher for LAC and previously-LAC attends and reports on the academic and social progress of the child and discusses targets for the next review. (If it is appropriate, where a team around the child approach is taken, appropriate members of the child's team will also attend the LAC review) The school will work with other agencies to exchange information, such as changes in circumstances, exclusions or attendance issues, taking prompt action, where necessary, to safeguard LAC and previously-LAC.

The designated teacher for LAC and previously-LAC will communicate with the VSH and child's social worker to facilitate the completion of the PEP.

Through the designated teacher, the school will work with the VSH, social worker and other relevant agencies to monitor any arrangements in place so that actions and activities recorded in the child's PEP are implemented without delay.

The designated teacher will communicate with the VSH regarding funding and on issues arising regarding the LAC and previously LAC where school has tried to accommodate the needs of the child but need extra support.

The designated teacher will ensure consistent and strong communication with the VSH regarding LAC who are absent without authorisation.

The school will share their expertise on what works in supporting the education of LAC and previously-LAC.

7. Training

The designated teacher and other school staff involved in the education of LAC and previously-LAC have received the appropriate training, this includes information about the following:

- School admissions and arrangements including working with the LA (Local Authority) and SAO (School Attendance Officer)
- SEND
- Attendance
- Managing behaviour and mental health
- Inclusion
- Nurture principles
- Promotion of positive educational/recreational activities
- Supporting children to be aspirational
- Safeguarding

8. Children's mental health

LAC and previously-LAC are more likely to experience the challenge of social, emotional and mental health issues which can impact their behaviour and education. Designated teachers will have awareness, training and skills regarding a child's needs and how to support them in relation to behaviour management and mental health.

The designated teacher will work with the VSH and school SENDCO/Inclusion Lead to ensure the school is able to identify signs of potential mental health issues, understand the impact issues can have on LAC and previously-LAC, and knows how to access further assessment and support, where necessary.

The Designated LAC and previously LAC teacher will complete a half termly LA document

Lynnfield Primary School LAC Policy

Half-Termly Monitoring Form for LAC which includes:

- Attendance
- Social/emotional/behavioural information
- English/Maths and Science Levels (Attainment)
- English/Maths and Science Levels (Progress)

9. Exclusions

Past experiences of LAC and previously-LAC will be considered when designing and implementing the school's Mental Health and Behaviour Policy.

The school will have regard to the DfE's statutory guidance 'Exclusions from maintained schools, academies and pupil referral units in England' and, as far as possible, avoid excluding any LAC.

Where the school has concerns about a child's behaviour, the VSH will be informed at the earliest opportunity.

Exclusion will only be used as a last resort, after the school and VSH have considered what additional support can be provided to prevent exclusion, and any additional arrangements to support the pupil's education in the event of exclusion.

The school will inform parents that they can seek the advice of the VSH on strategies to support their child to avoid exclusion.

10. LAC children with SEND

Support for LAC with SEND, who do not need an EHC plan, will be covered as part of the child's PEP and care plan reviews.

The SENCO, class teacher, designated teacher and specialists will involve parents when considering interventions to support their child's progress.

If appropriate, the VSH will be invited to comment on proposed SEND provision for previously-LAC.

11. Information sharing

Appropriate and specific arrangements for sharing reliable data are in place to ensure that the education needs of LAC and previously-LAC are understood and met.

Arrangements include:

- Confidential storing of information and data in a secure filing system and electronically through CPOMS.
- LAC reviews/PEP meetings which allow all professionals, agencies, carers, birth-parents (where appropriate) and the child to be informed of and challenge information and data kept on the child/family
- Secure email communication and face to face meetings with professionals and carers/birth-families for information sharing
- Secure emails and phone messages to schools/colleges if a LAC or previously LAC child moves out of the LA.
- Secure emails and face to face transition meetings with schools and colleges if a LAC or previously LAC child moves within the LA.

Lynnfield Primary School
LAC Policy

12. Monitoring and review:

This policy will be reviewed annually by the Designated LAC/previously LAC teacher and Executive Headteacher.

Review Date: September 2019

Reviewed by: S. Sharpe and L. Cairns

Approved by Governors:

Next Review Date: September 2020