



Looked After Children Policy

Version/Date	September 2025
Review Date	September 2027
Chairs Signature	Sian Stevens

Policy for the Education of Looked After Children at Moat Farm Infant School

Aim

The aim of this policy is to ensure that all Looked After Children have their individual needs met and receive equal opportunity in education despite any disadvantage they have encountered or continue to encounter in their lives. At Moat Farm Infant School, we will -

- Ensure that school policies and procedures are followed for Looked After Children
- Ensure that Looked After Children have access to a broad, balanced and inclusive curriculum
- Provide a differentiated curriculum appropriate to the individual needs and ability of Looked After Children
- Ensure that Looked After Children take as full part as possible in all school activities
- Ensure that carers and social workers of Looked After Children are kept fully informed of their child's progress and attainment
- Ensure that Looked After Children are involved in decisions affecting their future

The Role of the Governing Body

- To ensure the appointment of a suitably qualified designated teacher to promote the educational achievement of Looked After Children
- To ensure the designated teacher undertakes appropriate training
- To review an annual report from the designated teacher
- To consider the needs of Looked After Children when reviewing all school policies and procedures
- To review this policy annually

The Role of the Designated Teacher

- To maintain up to date records of Looked After Children on roll in school
- To promote a culture of high expectations and aspirations
- To keep an overview of the academic progress and needs of Looked After Children and to challenge adults where necessary
- To ensure the Looked After child has a voice in setting learning targets and making decisions about their education (where appropriate)
- Ensure that PPG is spent appropriately to raise educational attainment and an accurate record is kept
- Ensure that someone attends Children in Care Reviews on each child/young person and/or always prepares a written report which promotes the continuity and stability of their education
- To advocate on behalf of Looked After Children
- To prioritise Looked After Children for interventions and other whole school initiatives (as appropriate)
- To assist carers in supporting learning at home
- To keep up to date with National and Local policies and initiatives aimed at supporting the education of Looked After Children
- To attend Designated Teacher training organised by the Virtual School
- To be the point of contact for all agencies requesting information about a Looked After Child

- To ensure that key school documents and reports are communicated to social workers, the Virtual School, parents and carers as appropriate
- To promote the differentiation of the curriculum and teaching strategies for Looked After Children
- To lead on the development and implementation of the Personal Educational Plan in school
- To conduct training for staff regarding Looked After Children as necessary
- Ensure confidentiality and share confidential and personal information on a need to know basis
- To ensure the school does everything possible to maximise the educational stability for a Looked After Child

The Role of the Personal Education Plan (PEP)

Each Looked After Child has a PEP that is developed jointly by the social worker and Designated Teacher. This identifies specific areas of focus and include targets and associated action to improve the child's progress and educational achievement.

- The PEP forms part of the care plan and will be completed within 20 days when a new Looked After Child starts school
- Thereafter, the PEP should be completed at least every 6 months
- The PEP will be shared with key staff who plan and deliver the support needed by the school
- The PEP will be updated at least 6 monthly with educational progress, current assessment levels, attendance, special educational needs and other key data
- Effective arrangements will be made for the transfer of information such as the PEP if a Looked After Child attends a new school

The Responsibilities of others in school

- The class teacher and other relevant teaching staff will liaise with the Designated Teacher regarding issues for Looked After Children and provide targets and assessment information for the PEP
- The class teacher/ LSP's will seek advice and support from the Designated Teacher as necessary
- Positively promote the self-esteem of a Looked After Child
- Have high expectations of the educational and personal achievements of Looked After Children
- All staff will attend appropriate training regarding Looked After Children as required

The Designated Teacher for Looked After Children is – Natalie Anslow

The named governor for Looked After Children is – Sian Stevens