

Kentmere Academy and Nursery

Cared for children
(C4C) policy



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Kentmere Academy and Nursery's Policy for Supporting the Raising of Attainment, Achievement, Attendance and Wellbeing of Cared for Children (C4C)

Mission statement and aims

We are proud to be a happy, diverse and inclusive school where everybody matters.

- **H**elping to challenge, inspire and motivate each other.
- **A**iming high, achieving excellence.
- **P**romote and value excellent progress.
- **P**ositive contributions to the school and wider community.
- **YOU CREATE YOUR OWN FUTURE!**

a) The Objective

To promote the educational achievement and welfare of Cared for Children.

b) The Name of the Designated Teacher for Cared for Children

Miss Zoe Horton

c) The Role of the Designated Teacher for Cared for Children

Within School:

- to ensure that all staff, both teaching and non-teaching, are aware of the difficulties and educational disadvantage faced by Cared for Children and understand the need for positive systems of support to overcome them.
- to inform members of staff of the general educational needs of Cared for Children and to promote the involvement of these children in extra-curricular activities, school councils etc.
- to act as an advocate for Cared for Children.
- to develop and monitor systems for liaising with carers, Social Workers and the Virtual Headteacher (Christopher Tyler) for Cared for Children.
- to ensure all relevant education and care information is available to school staff and carer(s), and that this information is kept up to date. This will be done via our 'Watch List' and our Snapshot of Progress Tracking sheets/ files.
- to monitor the educational progress of all Cared for Children in order to inform the school's development and provision/intervention planning, thereby ensuring that the attainment 'gap' is closing.
- to have an overview of how specific resources (especially the Pupil Premium Plus) are used to close that gap for individual pupils
- to intervene if there is evidence of individual underachievement, absence from school or internal truancy.
- to report annually to the Governing Body of the school on Cared for Children's progress.

Work with Individual Cared for Children:

- to enable the pupil to make a contribution to the educational aspects of their Care Plan. Children will be encouraged to set their own targets after a discussion with their teacher.
- helping to ensure that each pupil has a Personal Education Plan - PEP or Early Years PEP

Liaison:

- to liaise with the member of staff responsible for monitoring children on the Child Protection Register (Mrs C. Booth and Mrs S. Finerty)
- to help co-ordinate education and PEP reviews so that they can inform the pupil's Care Plan
- to attend, when appropriate, or arrange for someone else to attend, Cared for Children Care Plan meetings
- to be the named contact for colleagues in the LA (including the Virtual School)
- to forward information on Cared for Children's current level and points progress levels to the Virtual School
- to ensure the speedy transfer of information between agencies and individuals

Training:

- to develop knowledge of legislation and good practice by attending training events organised by the Virtual School and cascade to school staff as appropriate

d) The name of a Governor/s with special responsibility for Cared for Children:

Mr S Day/ Mr N Kirkham

e) The role of that Governor

The named governor will ensure reporting to the Governing Body on an annual basis:

- a comparison of attainment (points progress)/results as a discrete group
- the attendance of pupils as a discrete group
- the level of fixed term/permanent exclusions
(see model proforma available from the Virtual school)

The named governor will ensure a school's self-audit of provision for Cared for Children is undertaken.

The named governor should be satisfied that the school's policies and procedure ensure that Cared for Children have equal access to:

- the full curriculum and extra-curricular activities
- public examinations
- additional educational support

f) Responsibility for Cared for Children in School

It is important that all teaching staff that are in contact with the child or young person are aware that he/she is being Looked After by the Local Authority. The responsibility for the transfer of this information should be that of the Headteacher (Mrs S. Isberg) and/or the Designated Teacher for Looked After Children (Mrs C. Booth).

It is appropriate for a Learning Support/Teaching Assistant to have knowledge that the young person is 'Cared for' when directly involved in the teaching of the young person.

In the absence of the usual class teacher, some information regarding the child's circumstances should be shared with the teacher covering the class. At Kentmere, information will be shared via the Watch List and through conversation with the Teaching Assistant or C4C teacher.

g) Admission Arrangements

On admission, records (including the PEP) will be requested from the pupil's previous school and a meeting will be held with carer/parent/Social Worker. A date will be agreed for a PEP meeting, taking reference to statutory timescales. An appropriate school induction will take place.

h) Involving the Young Person

It is important that a young person is aware that information is being recorded regarding their personal circumstances. How this is shared with them clearly depends on their age and understanding. The explanation should emphasise that the school, the Social Worker, and their carer(s) are working together to promote their education.

i) Communication with Other Agencies

Schools should ensure that a copy of all reports (e.g. end of year reports) should be forwarded to the young person's Social Worker in addition to the Foster Carer or Residential Social Worker.

Schools and the LA endeavour to co-ordinate their review meetings e.g. to have an Annual Review of a Statement combined with a Statutory Care Review.

Schools and the LA will need to exchange information between formal reviews if there are significant changes in the young person's circumstances, e.g. if school is considering an exclusion, there is a change of care placement or there are significant attendance issues.

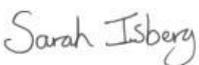
j) Assessment, Monitoring and Review Procedures

Each Cared for Child will have a Care Plan that will include a PEP which the Social Worker takes a lead in developing. School will play an active role in contributing to those areas of the PEP that are education related e.g.

- SMART target setting
- identification of current and target attainment levels (points progress)
- how additional resources are being utilised to meet educational targets with particular reference to the Pupil Premium Plus.
- attendance
- involvement in Extra Curricular Activities
- Special Educational Needs (if any)
- long term plans and aspirations

The PEP will be updated at least every six months, as part of the Statutory Reviewing process carried out by the Social Worker and as overseen by the Independent Reviewing Officer (IRO).

The named governor will ensure annually reporting to the Governing Body on the progress of all Cared for Children against the key indicators outlined above.

Signed: 

Sarah Isberg (headteacher) – Date September 2017

Agreed by the Governing Body: 

Simon Day – Chair of Governors – Date: September 2017

Review September 2019

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