

Statement Concerning Looked After Children (LAC) Manchester High School for Girls Senior School and Preparatory Department, including EYFS

Definition:

The term 'looked after' refers to a child who is either accommodated (whereby the local authority provides for the child on an agreed basis with the person who has parental responsibility) or is subject to a care order (whereby a court order grants shared parental responsibility to the local authority in order to protect and promote a child's welfare). Children in both instances could be living with foster carers, in a residential unit, with relatives or with parent/s on a part or full time basis.

A Looked After Child is considered a vulnerable child who may suffer from low self-esteem, delayed cognitive and emotional development, isolation and poor educational standards.

Aims of the care of a Looked After Child at MHSG:

All staff must:

- Know and comply with the School's procedures relating to a Looked After Child
- Have the skills, knowledge and understanding necessary to keep a Looked After Child safe
- Where appropriate, have the information they need in relation to a child's looked after and legal status to ensure that the School complies with the interim or full care order
- Contribute to the Designated Person's requests for information on educational attainment and needs, as appropriate
- Provide a supportive climate to enable a Looked After Child to achieve stability within the school setting
- Have high aspirations for the educational and personal achievement of a Looked After Child

Roles and Responsibilities:

The Designated Person

The Designated Person (Emma Nash in the Preparatory Department or Helen Jeys in the Senior School) will:

- Closely monitor the progress and attendance of a Looked After Child.
- Ensure that a Looked After Child has a PEP (Personal Educational Plan) that reflects her achievements and targets
- Keep the PEP up to date, particularly in time to inform review meetings

- Work in partnership with all professionals, parents and carers (where relevant) of a Looked After Child. This includes attending and contributing to review meetings
- Have the information needed to ensure that contact arrangements with birth parents or those with parental responsibility comply with the interim or full court order
- Have the information needed relating to the care arrangements and the levels of authority delegated to the carer by the authority looking after her
- Have the details of the child's social worker and the name of the virtual school head in the authority that looks after the child
- Identify one member of staff who will, in compliance with the Welfare Call (LAC) Ltd, take the daily call to confirm the attendance of the Looked After Child
- Ensure confidentiality for the Looked After Child and only share personal information on a need to know basis
- Ensure the speedy transfer of information between individuals and other relevant agencies and to a new school if and when the child transfers
- Keep the Head Mistress and Governor (in charge of safeguarding) informed about concerns relating to a Looked After Child

The School Nurse:

- Provide information relating to the medical care of the Looked After Child to external services as requested, particularly in preparation for review meetings
- Contribute, as appropriate, to the medical and pastoral support of the Looked After Child
- Attend review meetings

The Head Mistress:

- Ensure that the Designated Person has the time and resources needed to fulfil her duties in line with the procedures relating to a Looked After Child
- Oversee the academic progress and pastoral support of a Looked After Child

The Role of the Governors:

- Identify a nominated Governor for Looked After Children. This Governor will be the same Governor who oversees child protection and safeguarding arrangements in school
- Ensure that all Governors are fully aware of the legal requirements and guidance on the education of Looked After Children
- Be aware of whether the School has Looked After Children
- Ensure that the School's policies and procedures support the needs of a Looked After Child
- Ensure that there is a designated person appointed to monitor the academic and pastoral support of a Looked After Child
- Liaise with the Head Mistress to ensure that the Designated Person is able to carry out her responsibilities in relation to a Looked After Child

Training

The Designated Person will be responsible for ensuring that all staff are briefed on the regulations and practice outlined in this statement.

Statement written by Helen Jeys - November 2015

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