

This is a Category 1 Policy (Full Delegation)

This policy is in force until further notice from:	8 February 2024
This policy must be reviewed by no later than*: <i>*This refers to the term in which the Policy must be reviewed by the appropriate Committee for recommendation to the Board.</i>	Spring 2026
Policy Author(s):	Education Director
Date policy reviewed by Committee and Minute reference	Learning, Teaching and Standards Committee: 15 January 2024 (Minute reference 59)
Date Policy approved by the Trust Board and Minute reference	7 February 2024 (Minute reference 59)
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Final version posted on Governor Hub & (where required) website/circulated internally	7 March 2024



## 1.1. Nationally, Children Looked A



Ensure that staff in school receive relevant training and are aware of their responsibilities under this policy and related guidance.

Ensure that all SSC are fully aware of the legal requirements and guidance on the education of Children Looked After.

Allocate resources to meet the needs of Children Looked After.

Ensure the policies and procedures support their needs.

### 3.2. The Role of the Designated Teacher

The Designated Teacher should be *'someone with sufficient authority to make things happen...[who] should be an advocate for Children Looked After, assessing services and support, and ensuring that the school shares and supports high expectations for them.'* DfE Guidance

This person will ideally be a member of the SLT and will:

Ensure a welcome and smooth induction for the child and their carer, using the Personal Education Plan (PEP) and the Virtual School.

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.

Ensure the PEP is updated and reviewed regularly.



