

POLICY FOR CHILDREN LOOKED AFTER



Blwyddyn
Academaidd 2025 -
2026



Policy for Children Looked After

Links to the rights of the Child:

In Ysgol Gynradd Groes-wen Primary School, we are adopting the rights of the child in every Policy. Here are the articles of main importance to this Policy:

Convention on the Rights of the Child

1. Definition of a child

A child is any person under the age of 18.

2. No discrimination

All children have all these rights, no matter who they are, where they live, what language they speak, what their religion is, what they think, what they look like, if they are a boy or girl, if they have a disability, if they are rich or poor, and no matter who their parents or families are or what their parents or families believe or do. No child should be treated unfairly for any reason.

3. Best interests of the child

When adults make decisions, they should think about how their decisions will affect children. All adults should do what is best for children. Governments should make sure children are protected and looked after by their parents, or by other people when this is needed. Governments should make sure that people and places responsible for looking after children are doing a good job.

8. Identity

Children have the right to their own identity – an official record of who they are which includes their name, nationality and family relations. No one should take this away from them, but if this happens, governments must help children to quickly get their identity back.

9. Keeping families together

Children should not be separated from their parents unless they are not being properly looked after – for example, if a parent hurts or does not take care of a child. Children whose parents don't live together should stay in contact with both parents unless this might harm the child.

20. Children without families

Every child who cannot be looked after by their own family has the right to be looked after properly by people who respect the child's religion, culture, language and other aspects of their life.

21. Children who are adopted

When children are adopted, the most important thing is to do what is best for them. If a child cannot be properly looked after in their own country – for example by living with another family – then they might be adopted in another country.

28. Access to education

Every child has the right to an education. Primary education should be free. Secondary and higher education should be available to every child. Children should be encouraged to go to school to the highest level possible. Discipline in schools should respect children's rights and never use violence.

29. Aims of education

Children's education should help them fully develop their personalities, talents and abilities. It should teach them to understand their own rights, and to respect other people's rights,

cultures and differences. It should help them to live peacefully and protect the environment.

Document used to create and support this Policy: Created in association with circular: Guidance document no: 255/2017 Date of issue: November 2017 from Welsh Government

Role:

In Ysgol Gynradd Groes-wen Primary School, the role of the designated person for looked after children should be afforded the same prominence in school as other key roles such as the Special Educational Needs Coordinator (SENCo) (also known as the Additional Learning Needs Coordinator (ALNCo)) and the designated senior person (DSP) for child protection.

Responsibilities of key professionals:

It is essential that adequate support is in place to create an environment which supports effective collaboration and which impacts on improved outcomes. Children and young people entering care become part of a series of complex systems and relationships. Given the complexity of agencies and professionals that support the lives of these children and young people, effective multi-agency working is crucial.

Headteacher:

Although the governing body must appoint the designated person and notify their local authority LACE Coordinator, the headteacher of Ysgol Gynradd Groes-wen Primary School will be instrumental in this process. The Headteacher will work with the local authority to ensure that necessary training is provided to the named designated person and allow sufficient time for them to attend training - (as part of their continuing professional development (CPD)) - and statutory looked after children review meetings.

Governing Body:

The Governing body of Ysgol Gynradd Groes-wen Primary School, will designate a member of staff in schools as having lead responsibility for promoting the educational achievement of children who are looked after and should undertake the role for at least a full academic year before changes in personnel are considered.

The governing body must ensure that the designated person undertakes appropriate training, which is generally provided by the local authority Looked After Children Education (LACE) Coordinator.

Governing bodies should arrange training for a newly appointed designated person as soon as is reasonably practicable. This will enable the necessary support to be put in place immediately should a looked after child join the school. Where a looked after child is on a school roll but receives education other than at school (EOTAS), it is the school's responsibility to ensure the safety of that child. Where a looked after child is not on roll and is accessing EOTAS provision, the onus lies with the local authority (as the corporate parent) to ensure the safety of that child.

The role of the DSP will include:

Arrangements which the school has in place for the admission of looked after children:

Admissions is controlled through the Local Authority and we have adopted their admissions Policy. When a CLA becomes a member of the School. The DSP will arrange to speak to the adopted parents and any other agencies that might be involved in order to place a support plan in place as and when required.

Monitor attendance, assessment and achievement data of looked after children in the school on an individual or collective basis:

Monitoring progress of all children is part of the fabric of Ysgol Gynradd Groes-wen Primary School and it is our aim to make sure that pupils make the expected progress for their age and ability. They will receive a baseline test and this will then be used to measure progress.

Monitoring attendance will be an important part of the whole picture in terms of well-being and the support provided and might be required by the family for the pupil.

Catch up arrangements when the gaps in the child's knowledge and education are identified:

Based on the baseline, it will be possible to adapt the teaching to the needs of the child. If further intervention is required then in liason with the ALNCo a programme will be put in place.

Encouragement with the child's engagement with after school clubs and the school council:

All children in the Junior Department will have the opportunity to take part in after schools clubs and this will be positively encouraged with the families. The School Council in Ysgol Gynradd Groes-wen Primary School is voted by the peers and all pupils will be encouraged to engage in the process.

Arrangements to access a safe haven or school based counselling if required:

The school provides ELSA support to pupils and this provides a bespoke nurture package for each individual child in accordance with their needs. If greater intervention is required then in liason with the ALNCo, the school will turned to agencies within Cardiff Local authority to provide support.

Arrangements to ensure Personal Education Plans (PEPs) are completed and the multi-agency review meetings can be attended:

This will be an expectation in Ysgol Gynradd Groes-wen Primary School for all CLA.

Application of exclusion as a sanction and the use of alternatives to fixed term exclusions (such as community service) or to a permanent exclusion (such as a managed move)

All exclusions will follow welsh Government guidance. Managed moves will involve close working with agencies involved and we would support all transition needs.

Arrangements for when a child leaves the school as a result of a placement move or at a natural leaving point

As in the point above, the school will support all transition needs.

Reference to the policy and named designated person for looked after children in the school prospectus:

The named DSP will be included in the prospectus for Ysgol Gynradd Groes-wen Primary School.

The designated person has a crucial role as a leader and a champion for looked after children. They need to be able to work with the school governing body to establish school policy and oversee its implementation.

This means:

- promoting high aspirations for looked after children
- monitoring learning outcomes
- empowering school staff to contribute to the teaching and wider learning experiences of children in care
- undertaking discussions with the looked after child; and
- having empathy with the complexity of the lives of looked after children. It is expected that the designated person for looked after children will ensure that:
 - the school shares and supports high expectations for looked after children. The school should consider implementing projects that work on increasing aspirations and mentoring schemes (possibly by care experienced people) as a form of support for looked after children
 - the well-being of looked after children is monitored effectively and their welfare needs addressed
- 8 Under the ALN Bill, SENCOs are to be replaced with ALNCOs who will carry out equivalent roles. 7
- there is access to current and accurate information on the looked after children on roll. This should include social worker and carer details, also, information relating to persons with whom the child should not have contact
- a culture of positive collaboration is fostered and where communication difficulties arise with social workers or carers, contact is made with the LACE Coordinator
- education information is transferred promptly between agencies and individuals
- a looked after child's transition from nursery into school and from school into post-16 education (further/higher education) is coordinated smoothly with all partners concerned
- a home-school agreement is drawn up with the carer
- there is regular dialogue with the child to provide support in the school environment
- the child's educational needs are identified in consultation with his/her teacher(s) to address them by setting realistic challenges and academic targets
- a PEP is drawn up in partnership with the child, parent and/or relevant family member, carer, social worker and any other relevant person. The PEP must be available at the looked after children review meeting although it is considered best practice to conduct the PEP review separately from the overarching looked after children review
- PEPs and guidance are available from the LACE Coordinator
- sufficient time is allocated for the school to be represented at the looked after children review
- all meetings for looked after children (for reasons related to their care circumstances) should be held outside of lesson times. If this is not possible an appropriate room should be provided to ensure privacy for the meeting

- all meetings with looked after children only involve members of school staff who are absolutely critical to that meeting
- looked after children are not exposed to disputes over finances and responsibilities in meetings
- any issues arising that might threaten the school placement are addressed without delay.
- a looked after child being re-integrated to school receives the necessary support they need to ensure the process is successful
- regular liaison on issues, including poor attendance, takes place with the EWO
- looked after children with learning or behavioural difficulties are assessed to identify and provide for their support needs
- referrals are made to support services e.g. school based counselling service are made as appropriate
- working with the Headteacher - the educational progress of looked after children is reported to the governing body on a termly basis
- the register of the looked after children in school is up to date
- training is undertaken to carry out the full duties of the role effectively

In Ysgol Gynradd Groes-wen Primary School we will make every endeavour to work closely with the appointed LACE Officer of the Local Authority, Social Workers, Medical advisers and any other agencies involved in supporting the child.

Pupil Development Grant (PDG): Children looked-after

The PDG is made available by the Welsh Government to overcome the additional barriers that prevent children and young people from disadvantaged backgrounds achieving their full potential. The PDG is provided to support:

- learners who are eligible for free school meals and who are educated in maintained schools
- eligible learners who are singly-registered in PRUs and EOTAS
- eligible learners in early settings where the Foundation Phase is delivered
- looked after children, and former looked after children who have been adopted from care or who are subject to a special guardian or residence orders aged 3-15.

The funding relating to the e-FSM (eligible-free school meals) and the Early Years part of the grant is given directly to schools via regional Consortia on a cluster basis.

Headteacher:



Chair of Governing Body: *Atkins*

Date: 26.09.25

Date of Review: Autumn 26

Fersiwn:	03
Dyddiad Adolygu:	Autumn 2026