Greenmount Primary School

Policy for

Promoting the Educational Achievement of Children and Young People in Care

Chronology:
This policy replaces the one agreed on 15th May 2018
This policy was discussed at the Pupils and Curriculum Committee on 12th July 2021.
This policy was ratified by the Full Governing Body on 27th September 2021.
This policy will be reviewed by the Pupils and Curriculum Committee in the Summer term 2024 or before if legislation changes.

A glossary of acronyms used in this policy can be found on page 8

The Role of the Designated Teacher

The school has a named Designated Teacher (DT) for CYPIC who has full QTS, is in a position of authority, and, is able to influence and challenge school policy and practice. The Designated Teacher operates in accordance with the statutory duties as set out in the Children and Young Persons Act 2008. The Designated Teacher is Mr David Geeson.

The DT acts as an advocate for the educational needs of CYPIC.

The DT and the Headteacher (HT) maintain and update the lists of CYPIC on the school roll, as well as children who have been adopted out of care. The list provides accurate name information, legal status and type of care placement. Details of social worker's details, placing authority details (in the case of a COLA) etc including the name of the Virtual Head as appropriate can be found on the PEP (Personal Education Plan), due to confidentiality issues. The DT ensures that all staff are aware of individual CYPIC on roll in our school.

The DT makes every effort to get to know the child/young person and will attend CYPIC ReviSAT and other essential meetings whenever possible: when necessary, the DT will ensure attendance at such meetings by an appropriate deputy and ensures feedback and staff updates as appropriate.

The DT ensures that all CYPIC have a current, purposeful and meaningful PEP (Personal Educational Plan) in place and that the child participates fully in the development of the PEP. PEP's will be completed and updated at least once a term.

The DT works with the child's social worker to ensure timely review of the PEP and distribution of the completed plan to all relevant parties.

The DT is responsible for ensuring that accurate information re CYPIC on roll is conveyed at Census time to the local authority.

The DT is responsible for collating the information re CYPIC Pupil Premium funding.

The DT is responsible for ensuring high-quality information is formulated for the HT use with SIPS, Ofsted, the SEF (or other self evaluation mechanisms) etc.

The DT is proactive in identifying ways in which the school can raise the attainment of all CYPIC on roll.

The DT maintains an overview of CYPIC attendance and ensures compliance with Welfare Call, a commissioned service monitoring the attendance of Bury's children and young people in care.

The DT ensures that the CYPIC SAT attendance protocol is followed if neither carer nor social worker can be contacted on the first day of absence. (Ref DT Handbook Appendix 5)

The DT will promote and support the authority's position re holidays in term time for CYPIC and will ensure that the HT has all the necessary information should an approach be made by carers requesting any such authorisation. The DT ensures that reference is made to the child's social worker and CYPIC Education team prior to authorised absence being considered.

The DT works in partnership with the HT when considering Exclusions or other disciplinary measures for CYPIC, supporting the authority's position that formal exclusions for children in

care must only be used as a last resort and only after having sought the viSAT of the CYPIC Education team and, in accordance with the authority's policy in this matter.

The DT is instrumental in collating attainment data for CYPIC and will use it to ensure the highest levels of achievement and attainment are promoted.

The DT ensures the understanding of all staff regarding matters to do with CYPIC.

The DT inducts new staff in such matters and regularly revisit the training needs of all staff.

The DT is released for appropriate training as required (DT training, associated Safeguarding etc) and has opportunities to feedback to staff.

The DT and each CYPIC and children who have been adopted out of care, agree together which key members of staff should be aware of their circumstances.

The DT ensures that information is managed in a confidential manner, that records are kept, and, that information is shared appropriately and in accordance with authority guidelines.

The DT is mindful of potentially difficult periods in the child's life e.g. transition, change of care placement, SEN issues etc. and will ensure staff support and understanding as appropriate.

The DT may wish to delegate certain responsibilities to other members of staff: whilst this may be practicable, the DT is mindful of their statutory duties and will always ensure appropriate line management and support for staff when undertaking delegated duties.

The DT ensures that any SEN issues are dealt with appropriately, that referrals are timely and outcomes achievable. The DT will ensure that the PEP is updated and the child's social worker and carer are kept informed.

The DT ensures priority is given to CYPIC and children who have been adopted out of care, in accessing in-school opportunities and equipment (e.g. laptops) to boost learning e.g. 1:1 Tuition, Homework Clubs etc.

The DT will address any potential barrier to accessing these resources and will make strenuous efforts to ensure the child engages in any beneficial activities as appropriate.

Communication with Carers

The carer knows who the DT is and feels welcomed by the school and able to ask questions etc.

The DT ensures that school gives information to the carers in a timely way and takes a proactive role in ensuring that both carer and pupil are aware of important deadlines e.g. Parents' Evenings etc.

The DT will also receive information from carers and others and ensures that it is recorded and processed appropriately.

The DT understands the importance of the carer's role in partnership working and fosters a collaborative working relationship with both carers and parents (as appropriate).

The DT understands the need for flexibility when timing contact with a carer and/ or social worker.

Communication with Social Care

The DT promotes strong, positive, working relationships between social workers, health professionals and others and all Greenmount Primary School staff involved with the CYPIC and children who have been adopted out of care.

The DT recognises the importance of effective communication with all professionals involved and takes all reasonable steps to ensure that information is effectively passed between agencies.

The DT provides information as requested by social care colleagues or other professionals involved with the CYPIC and children who have been adopted out of care.

The DT will always be mindful of the child's legal status and will advise accordingly on the issue of Parental Responsibility.

Communication with the CYPIC Education Service

The DT understands that the CYPIC Education team is the primary source of information concerning educational issues and, equally, the team must be kept informed of any developments in the child's life which may impact on educational progress and attainment e.g. exclusions for behaviour, initial concerns etc.

The DT will provide any information requested by CYPIC Education colleagues or other professionals involved with the CYPIC and children who have been adopted out of care.

The DT ensures that the team is informed of any DT name change.

The DT undertakes regular training, as offered by the CYPIC Education Team, in line with statutory expectations. If this is not possible, then the DT understands that 1:1 training, advice and support is always available from the CYPIC Education Team.

The Role of Greenmount Primary School's Governing Body

The GB has a duty to appoint the school's DT, ensuring that all statutory requirements are met and that the post holder has QTS. The GB has agreed a clear job description.

The school has a named governor with responsibility for CYPIC and children who have been adopted out of care and the Local Authority's CYPIC Education team is kept informed of any change to that nomination. The Nominated Governor undertakes to attend CYPIC Governor Training as required. The Nominated Governor is Mrs Catrina Dyer.

The Governing Body is aware of the number of CYPIC and children who have been adopted out of care on the school roll (and placing authority).

The Nominated Governor meets regularly with the DT, as appropriate.

The Headteacher, supported by the DT provides termly reports on the progress of CYPIC children who have been adopted out of care in school and any other issues pertaining to their status.

The GB ensures that the needs of CYPIC are recognised in all school policies.

The GB has clear school policies for CYPIC and children who have been adopted out of care in relation to admissions, exclusions and access to school based services and opportunities.

The GB Ensures that the DT's workload is monitored and that he/she has sufficient capacity so that their statutory duties can be carried out effectively/

The GB ensures that the DT is able to attend training as required and as appropriate.

Government Legislation, Regulations and Guidance

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Glossary of Acronyms

COLA	Children from Other Local Authorities
CYPIC	Children or Young People in Care
DT	Designated Teacher with responsibility for CYPIC
GB	Governing Body
HT	Head Teacher
PEP	Personal Education Plan
QTS	Qualified Teacher Status
SAT	School Attendance Team
SEF	Self Evaluation Form
SEN	Special Educational Needs
SIP	School Improvement Partner