Date of last review: 29/09/2025
Date of next review: Nov-2026

DESIGNATED TEACHER FOR LOOKED AFTER CHILDREN POLICY

Table of contents

1.	Statement of Intent
2.	Legal Framework
3.	Definitions
4.	Personal Education Plans (PEPs)
5.	The Designated Teacher
6.	Communicating with Agencies
7.	Roles and Responsibilities
8.	Related School Policies
9.	Review

1. Statement of Intent

Educational achievement and subsequent life chances for looked after children are of real concern. Children and young people who are looked after requiring special treatment and positive discrimination in their favour in order to improve their situation.

Kingdom Christian School endeavours to provide positive experiences and offer stability, safety, continuity and individual care and attention for all our pupils. With this in mind, we aim to:

- Encourage pupils to reach the highest standards of which they are capable and to make good progress from what they are currently already able to do.
- Ensure that pupils enjoy high-quality teaching and are enjoying a curriculum which meets their needs and the requirements of legislation.
- Plan realistically and using the school's resources efficiently in order to ensure the school meets the needs of the children.
- Promote a positive approach in all aspects of school life.

- Help pupils develop their cultural, moral and social understanding.

2. Legal Framework

This policy has due regard to legislation and guidance including, but not limited to, the following:

- Keeping Children Safe in Education (KCSIE 2026)
- The Children Act 1989
- The Care Planning, Placement and Case Review (England) Regulations 2010
- The Children (Leaving Care) Act 2000
- The Children and Young Persons Act 2008
- The Children and Families Act 2014

3. Definitions

Looked after children are defined as, children or young people who are subject of a Care Order or Interim Care Order under the Children Act 1989.

This definition applies to children who are placed in foster care, children's residential homes, with relatives or friends, in semi-independent or supported independent accommodation.

If a child is subject to a Care or Interim Care Order whilst placed with a parent, they are classed as looked after, since the LA has parental responsibility.

Children who are not subject to an order but are accommodated by the LA under an agreement with their parents, are regarded as looked after.

4. Personal Education Plans (PEP)

Every looked after child must have a Personal Education Plan (PEP), which is used to support the child in fulfilling their educational potential. The PEP is an evolving record of what needs to happen for the child to enable them to make their expected progress. The PEP will reflect the importance of a personalised approach to learning which meets the identified educational needs of the child. All the relevant bodies, such as the LA, the designated teacher and other teachers, will work with the child in creating the PEP. The PEP will include access to nursery provision that is appropriate to the child's age.

On-going, catch-up support will be made available for children who have fallen behind with work.

If a child is moving to a new school, transitional support will be provided and will be factored into their PEP.

Support will be provided to help the child meet their aspirations, including:

- Support to achieve expected levels of progress for the relevant national curriculum key stage and to complete an appropriate range of approved qualifications;

The PEP will include extended services such as after school clubs, study support and leisure interests.

Support will be provided for improving attendance and behaviour.

5. The Designated Teacher

The primary duty of the designated teacher is to promote the educational achievement of looked after children at the school.

The designated teacher must submit an annual report to the governing body, which details the progress of looked after children.

The designated teacher will:

- Promote a culture of high expectations and aspirations;
- Ensure the child is involved in setting their targets;
- Advise staff on teaching strategies for looked after children;
- Ensure that looked after children are prioritised for 1 to 1 tuition;
- Take responsibility for developing and implementing PEPs.

6. Communicating with Agencies

The school will ensure that copies of all relevant reports are forwarded to the looked after children's social workers, in addition to carers or residential social workers.

The school will co-ordinate their review meetings, for example, hold their annual review of looked after children with their statutory care review.

The school will work with other agencies to exchange information such as changes in circumstances, exclusions or attendance issues.

7. Roles and Responsibilities

❖ Headteacher

It is the responsibility of the headteacher to oversee this policy and monitor its implementation.

The headteacher will make all members of staff aware that the support of looked after children is a key priority.

The headteacher will allow the designated teacher the time and facilities to succeed in carrying out their duties.

The headteacher will lead in actively challenging negative stereotypes of looked after children.

❖ Staff

Staff will be aware of looked after children in their classes and provide them with support and encouragement.

Staff will preserve confidentiality and show sensitivity and understanding.

Staff will be vigilant for signs of bullying.

Staff will promote the self-esteem of looked after children.

❖ Governing Body

The governing body will ensure the designated teacher has received adequate training for the role.

The governing body will receive the designated teacher's annual report and consider the progress, attainment and welfare of looked after children at the school.

8. Related School Policies

This policy should be implemented in conjunction with the following policies:

- Behaviour Policy
- Anti-bullying Policy
- Safeguarding and Child Protection Policy
- SEND Policy

9. Review

This policy will be reviewed by the governing body annually in response to statutory changes or relevant guidance updates.

Version control table

Version	Date	Changes	Approval
1	2026	Re-branded to KCS. Formatting. Added KCSIE 2026 to section 2, added Governing Body to section 7,	SO