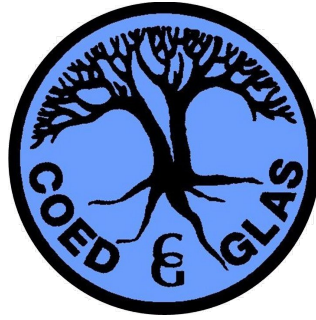




SCHOOL POLICY FOR THE EDUCATION OF CHILDREN LOOKED AFTER (CLA)

Mission Statement

Coed Glas Primary School recognises our responsibility, in partnership with Cardiff County Council, to safeguard and promote the education of Children Looked After (CLA).

We aim to:

- Provide a safe and secure environment, where there is belief in the abilities and potential of all pupils.
- Support our CLA pupils and give them equal access to every opportunity to achieve their potential and to enjoy learning.
- Fulfil our school's role as corporate parent, to promote and support the education of CLA pupils looked after by Cardiff County Council and/or other authorities.
- Ensure that all school policies and procedures are inclusive and followed for CLA.

The Headteacher will:

- nominate a designated person for (CLA) who will act as an advocate and co-ordinate support.
- ensure that a school governor is nominated to oversee that the needs of CLA in the school are considered at a school management level and to support the designated person.
- arrange time out for the designated person to attend where appropriate training and statutory review meetings.
- adhere to the local authority school admissions policy.

The Designated Person will:

- ensure a positive welcome on joining the school.
- respect confidentiality and only share information with other staff that is critical to effective teacher/pupil relationships.

- be an advocate for all CLA and act as a key liaison professional for school staff, carers and other agencies.
- attend all relevant CLA training.
- maintain (with the support of electronic systems) an up-to-date record of all CLA on the school roll.
- track and monitor progress of individual CLA pupils.
- ensure educational information is transferred speedily between agencies, new schools and individuals.
- ensure that there is a Personal Education Plan (PEP) for each CLA pupil that includes appropriate challenges and academic targets.
- ensure the school shares and supports high expectations for CLA.
- foster a culture of positive collaboration and if communication difficulties arise with social workers or carers, contact is made with the CLA Co-ordinator.
- ensure that CLA, along with all pupils are listened to and have equal opportunity to social and emotional support in school.
- ensure the educational needs of CLA are identified in consultation with his/her teacher(s)
- access additional support from CLA Education Services.
- ensure the pupil is represented at CLA reviews and/or report document is produced and forwarded to the Independent Reviewing Officer.
- ensure any issues arising that might threaten the school placement are addressed without delay.
- collaborate with Senior Leadership Team to ensure all steps are taken to prevent exclusion
- adhere to [Welsh Assembly guidance \(2017\)](#) for designated persons

All staff will:

- have access to CLA Friendly Schools [resource](#).
- attend appropriate whole school awareness training relating to CLA.

School staff and Governors will:

- support the local authority in its statutory duty to promote the educational achievement of CLA.

Date September 2022

Date for review September 2023

This policy links to a number of other school policies including:-

Attendance

ALN

Child Protection

Relationships

Data Protection