St. Mark's Catholic School



LOOKED AFTER CHILDREN AND PREVIOUSLY LOOKED AFTER CHILDREN POLICY

Effective Date:	Review Date:	Prepared by:	Designated SLT:	Governor's Committee:
Oct 2026	Oct 2027	MKI	MKI	Pastoral

Our Mission:

St Mark's is a Catholic community inspired by Gospel values where relationships are rooted in love. At the heart of our mission is a commitment to live out our faith and a dedication to embrace excellence in all that we do. We believe in education that instils possibilities, transforms lives and enables all to fulfil their potential.

Principles

LAC and previously LAC need more support than most of our other students due to the adverse conditions they find themselves in. The school will do everything possible to ensure that they have at the very least, the same opportunities as all the other students. However, the ultimate aim is to give them the best pastoral care and best academic support possible, utilising all necessary resources both within and outside the school. These students may well have had adverse childhood experiences (please see Behaviour policy for students who have expressed adverse childhood experience) and this needs to be taken into account at all levels of the school.

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Definitions

- LAC - students who are not with their birth parents. They may be under social services care or foster care.
- Previously LAC - these students have been away from their parents but have now returned.
- PEP - pupil education plan.
- Virtual School - The Hounslow Virtual College was established in September 2014 to meet the Authority's statutory responsibilities to promote the educational achievement of its looked after children and young people from the ages of 0-25, regardless of where they are placed. From September 2018, the Virtual College responds to the revised statutory requirements to provide information, advice and guidance to those involved in the education of previously looked after children (PLAC) to support their educational progress.

Designated Teacher

St Mark's Catholic School has a Designated Teacher, Mrs M Kingsland, who is responsible for meeting the needs of LAC and previously LAC students. Her role is Assistant Headteacher: Designated Safeguarding Lead.

The Role of the Designated Teacher

- To act as an advocate for LAC and previously LAC.
- To ensure St Mark's comply with the Admissions Code to ensure priority for LAC and previously LAC.
- To ensure that the educational achievement of each of these children is monitored, tracked, promoted and where relevant accelerated.
- To ensure St Mark's follows DfE Guidance on Exclusions for vulnerable children.
- To have a good working knowledge of the SEND code of practice (if necessary for these children) and liaise with the SEND department in supporting these students.
- To track and monitor attendance of these students.
- To ensure all staff are aware of the barriers for looked after children and understand the need for systems to support them.
- To liaise with other relevant professions in the network around the child. For example; Social Worker, Foster Carer, Independent Reviewing Officer, Virtual college.
- To chair or attend PEP meetings for all Looked After Children each term.
- To advise on the most effective use of the Pupil Premium + grant, in liaison with relevant professionals in the PEP meeting
- To set targets for pupils at PEP meetings and ensure these are implemented and reviewed.
- To ensure that they are aware of children who are previously looked after, including those who are adopted to improve awareness of the vulnerability and needs of children previously looked-after. This should include promoting good practice on identifying and meeting their needs, and guidance on effective use of the PP+.
- To report to the Governing body annually on the outcomes of LAC and previously LAC.
- To liaise with the Hounslow Virtual School and the other virtual schools in the surrounding boroughs.
- To attend Designated Teacher training and disseminate this information to the wider school community.

Roles and Responsibilities of all staff

- To ensure that LAC and previously LAC are supported sensitively and confidentiality is maintained.
- To be familiar with this policy and respond appropriately to requests for information to support the completion of PEPs and other documentation needed as part of review meetings.
- To have high aspirations for educational and personal achievement of LAC and previously LAC with an aim to close the attainment gap between this group and their peers.
- To ensure that they are prioritised higher than regular pupil premium students. They have the best opportunities pastorally, academically and in terms of extra-curricular activities.
- The pupil premium first philosophy applies to them above all others.

Roles and Responsibilities of the Governing Body

- To ensure the Governing Body has a named governor responsible for LAC and previously LAC. The chair of the Pastoral committee (The Chair of the Pastoral Committee)
- To ensure that the St Mark's Catholic School Looked after Children and Previously looked after children policy is reviewed annually (as per statutory guidance)
- To be aware of how many LAC and previously LAC are on roll at our school.
- To ensure that there is a Designated Teacher for LAC and previously LAC.
- To support the Headteacher, Designated Teacher and other staff to ensure the needs of this group are met.
- Attend relevant training
- To review the effective implementation of this policy (annually)

Support for children and families

St Mark's aims to offer support to this group:

- Pastoral support (tutors and PPLs)
- Designated officer liaising with the pupil premium coordinator.
- Support from the Health Practitioner (if necessary)
- Links to the Virtual School
- Intervention groups (if necessary)
- Priority for extra-curricular clubs
- Curriculum Enrichment activities

Read in conjunction with
Keeping Children Safe in Education 2026
St Mark's Behaviour policy
St Mark's Safeguarding policy