



All Saints Catholic College



Designated Teacher Policy (Children Looked After and Previously Looked After)

Document Record

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1. Aims

The school aims to ensure that:

- A suitable member of staff is appointed as the Designated Teacher for looked-after and previously looked-after children.
- The Designated Teacher promotes the educational achievement and welfare of looked-after and previously looked-after children and supports other staff to do the same.
- Staff, parents, carers and guardians are aware of the identity of the Designated Teacher, how to contact them and what they are responsible for.

2. Legislation and statutory guidance

This policy is based on the Department for Education's [statutory guidance on the designated teacher for looked-after and previously looked-after children](#).

It also takes account of:

- [section 20](#) and [section 20A](#) of the Child and Young Persons Act 2008
- section [2E](#) of the Academies Act 2010.

This policy complies with our Funding Agreement and Articles of Association.

3. Definitions

Looked-After Children (CLA) are students who are:

- In the care of a local authority, or
- Provided with accommodation by a local authority for a continuous period of more than 24 hours.

Previously Looked-After Children (PLAC) are students who were looked after by a local authority but ceased to be so because of:

- An adoption order
- A child arrangements order
- A special guardianship order
- Adoption from state care outside England and Wales

A Personal Education Plan (PEP) forms part of a CLA child's care plan and sets out how their educational needs will be met.

The Virtual School Head (VSH) is a local authority officer responsible for promoting the educational achievement of CLA and advising on support for PLAC.

4. Identity of our Designated Teacher

The Designated Teacher for Looked-After and Previously Looked-After Children at All Saints Catholic College is:

Mrs S McGladdery
Assistant Headteacher
Designated Safeguarding Lead
Email: smcgladdery@allsaintscatholiccollege.com

The Designated Teacher has lead responsibility for promoting the educational achievement and wider outcomes of CLA and PLAC and is the first point of contact for matters set out in this policy.

The pastoral team for each year group supports the Designated Teacher in carrying out their role, including monitoring attendance, behaviour, progress, engagement and pastoral wellbeing.

The school works closely with the Tameside Virtual School, contactable via the Virtual School Head.

5. Role of the Designated Teacher

The Designated Teacher is a qualified teacher and a member of the School's Senior Leadership Team, ensuring sufficient authority and influence to promote the educational achievement, welfare and wider outcomes of looked-after and previously looked-after children.

Where the Designated Teacher also holds the role of Designated Safeguarding Lead, systems are in place to ensure that both statutory roles are fulfilled effectively, with appropriate prioritisation, oversight and challenge.

5.1 Leadership Responsibilities

The Designated Teacher will:

- Provide strategic oversight of CLA and PLAC across the school
- Act as the central point of contact for all CLA and PLAC matters
- Work closely with the Virtual School Head and other professionals
- Promote a whole-school culture of high expectations and inclusive practice
- Advise and support staff on the needs of CLA and PLAC
- Lead on the development, quality assurance and review of PEPs
- Ensure safeguarding concerns relating to CLA and PLAC are responded to promptly

5.2 Supporting CLA

The Designated Teacher will:

- Ensure each CLA has a high-quality, up-to-date PEP
- Monitor academic progress and intervene promptly where needed
- Ensure PEPs inform statutory care reviews
- Transfer PEPs securely when a child changes school

5.3 Supporting CLA and PLAC

The Designated Teacher will:

- Ensure effective use of Pupil Premium Plus funding
- Raise staff awareness of the needs of CLA and PLAC
- Ensure alignment between PEPs, SEND support and EHC plans
- Support identification of mental health and SEN needs

5.4 Relationships Beyond the School

The Designated Teacher will:

- Work closely with social workers, carers and parents
- Liaise with the Virtual School on attendance, behaviour and exclusions
- Support transitions between schools
- Take steps to avoid exclusions wherever possible

6. Monitoring arrangements

This policy will be reviewed annually by the Assistant Headteacher (Designated Teacher)

7. Links with other policies

This policy should be read alongside:

- Child Protection and Safeguarding Policy
- Behaviour Policy
- SEND Policy
- Supporting Pupils with Medical Needs