



Looked-After Children (LAC) Policy

Aims

The Seeds of Change KMD Ltd (TSoC) is committed to ensuring that all looked-after and previously looked-after children receive the support and guidance they need to achieve their full potential.

Our aims are to:

- Appoint a suitably qualified and trained member of staff as the Designated Person for Looked-After and Previously Looked-After Children (LAC/PLAC).
- Ensure this individual promotes the achievement, welfare, and progress of all looked-after and previously looked-after children.
- Support all staff in understanding the specific needs and challenges faced by these young people.
- Ensure that staff, carers, parents, and referring agencies are aware of the role and responsibilities of the Designated Person, and how to contact them.

Legislation and Statutory Guidance

This policy is based on, and complies with, the following statutory and non-statutory guidance:

- The Children and Young Persons Act 2008 (Sections 20 and 20A)
- The Children Act 1989 and The Children and Families Act 2014
- Promoting the Education of Looked-After and Previously Looked-After Children (DfE, 2023)
- Keeping Children Safe in Education (DfE, 2025)
- Working Together to Safeguard Children (DfE, 2024)

Definitions

Looked-After Children (LAC)

Children or young people who are:

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

Previously Looked-After Children (PLAC)

Children or young people who were previously looked after by a local authority but ceased to be so as a result of one of the following:

- An adoption order
- A special guardianship order (SGO)
- A child arrangements order, specifying who the child lives with and when
- Being in state care outside England and Wales and subsequently adopted

Personal Education Plan (PEP)

A Personal Education Plan is a record of actions and support designed to help a looked-after child reach their full potential. It forms part of the child's overall care plan and may be shared with The Seeds of Change by the referring body.

Virtual School Head (VSH)

A Virtual School Head is a local authority officer responsible for promoting the educational achievement of looked-after and previously looked-after children. The VSH provides advice, guidance, and support to schools, alternative provisions, and carers.

Identity of the Designated Person

The Seeds of Change KMD Ltd will appoint a Designated Person for Looked-After and Previously Looked-After Children, who may also serve as a Deputy Designated Safeguarding Lead (DDSL).

Their responsibilities include:

- Acting as the primary point of contact for all matters relating to LAC and PLAC.
- Promoting positive educational and emotional outcomes for these young people.
- Ensuring all staff are aware of how to access advice and support in relation to LAC/PLAC learners.

Contact details for the current Designated Person will be communicated internally and displayed within safeguarding documentation and staff training materials.

Role of the Designated Person

Leadership Responsibilities

The Designated Person will:

- Champion the progress, welfare, and inclusion of all looked-after and previously looked-after learners.
- Ensure that all staff understand the barriers these children may face and the support strategies available.
- Contribute to policy development and review to ensure the needs of LAC and PLAC reflected across TSoC practice.
- Foster a culture that prioritises equality, inclusion, and aspiration for all looked-after and previously looked-after children.
- Serve as a source of advice and guidance for colleagues on best practice in supporting these learners.
- Liaise with carers, parents, social workers, and other professionals to coordinate consistent, holistic support.
- Work closely with the Designated Safeguarding Lead (DSL) to ensure timely and effective responses to safeguarding concerns.

Supporting Looked-After Children

The Designated Person will:

- Ensure that individual learning and support programmes meet the specific needs of each looked-after child.
- Collaborate with coaches, mentors, and other staff to review and adapt goals and progress measures.
- Attend statutory review meetings and PEP meetings, providing updates on progress and engagement.
- Monitor attendance, engagement, and emotional wellbeing, intervening early when challenges arise.

Supporting Previously Looked-After Children

The Designated Person will:

- Access and undertake regular training to maintain up-to-date understanding of the needs of PLAC learners.
- Share relevant learning with staff to strengthen awareness and effective practice.
- Liaise with Virtual School Heads, local authorities, and referring schools to inform the use of funding or support mechanisms.
- Promote awareness of trauma, attachment, and mental health challenges within staff teams.

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- Ensure the SEND Code of Practice (2015, updated 2023) is applied consistently to looked-after and previously looked-after children with special educational needs.
 - Work with senior leaders to implement strategies supporting emotional regulation and long-term resilience.

Partnership and External Relationships

The Designated Person will:

- Maintain proactive relationships with social workers, Virtual School Heads, SEN teams, and other relevant professionals.
- Clarify with referrers who holds parental responsibility and what information can lawfully be shared.
- Ensure effective two-way communication with referring schools and local authorities regarding attendance, progress, and safeguarding.
- Notify the VSH promptly when a looked-after child is absent without authorisation and collaborate to ensure appropriate safeguarding action.
- Work with local authorities to minimise disruption when care placements change, advocating for stability and continuity in education and wellbeing.

Monitoring and Review

This policy will be reviewed annually by the Head of Centre and Designated Safeguarding Lead (DSL).

At each review, it will be approved by the Senior Leadership Team (SLT) to ensure alignment with updated statutory guidance and internal safeguarding frameworks.

Links with Other Policies

This policy should be read in conjunction with:

- Child Protection and Safeguarding Policy
- Behaviour Policy
- SEND Policy
- Attendance Policy
- Equality and Diversity Policy



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