



# **SIR ROBERT PATTINSON ACADEMY**

## **DESIGNATED TEACHER POLICY**

<b>Date Reviewed in School:</b>	July 2024
<b>Date Approved by Governors:</b>	9 September 2024
<b>Review Date:</b>	September 2027

## **DESIGNATED TEACHER POLICY**

Nationally the CIC (Children in Care and Children previously in Care) group underachieve and make less progress academically than their age peers. In accordance with their single Equality Policy, the Governing Body of Sir Robert Pattinson Academy recognising that CICs have circumstances which could make them vulnerable and are committed to ensuring that this is not the case in our Academy. To facilitate this they have appointed a Designated Teacher who is the first point of contact/liaison in school for all individuals and (outside) agencies working with a CIC.

### **The Responsibility of the Designated Teacher**

The purpose of the Designated Teacher is to be an 'educational champion' for each CIC; to ensure that they receive the help, support and encouragement necessary to allow them full access to all aspects of school life including extra-curricular activities and thus pave the way to success.

The Designated Teacher does not replace the existing school structures for pastoral and academic guidance but enhances them as necessary by ensuring that:

- a PEP (Personalised Education Plan) or ePEP (electronic Personalised Education Plan) is maintained and implemented for each CIC
- appropriate confidentiality is maintained when information is shared
- has an identified member of staff as a 'friend' (usually a member of the pastoral or safeguarding team)
- staff receive relevant information and training and act as an advisor to staff and governors
- positively promote self-esteem of CIC.

The Designated Teacher is Mrs R Gilbert (Deputy Head Teacher). A member of our Quality of Education team is assigned to lead the ePEP. This ensures that educational progress and outcomes are prioritised.

### **The Responsibilities of all staff**

All our staff will:

- Have high aspirations for the educational and personal achievement of Children in Care, as for all pupils.
- Maintain the confidentiality of Children in Care and ensure they are supported sensitively.
- Respond positively to a pupil's request to be the named member of staff whom they can talk to when they feel it is necessary.
- Respond promptly to the Designated Teacher's requests for information.
- Work to enable Children in Care to achieve stability and success within school.
- Promote the self-esteem of all Children in Care.
- Have an understanding of the key issues that affect the learning of Children in Care.
- Be aware that 60% of Children in Care say they are bullied so work to prevent bullying in line with the Academy's policy.

## **The Responsibility of the Governors**

The Governing Body are aware of the legal requirements for CICs.

Ensure that Children in Care are given top priority when applying for places in accordance with the school's oversubscription criteria.

The Designated Teacher will report to the Governing Body at least once a year, more frequently if appropriate, so that they know the number of CIC in the Academy and the progress they are making.

The Governing Body will review this policy every three years or early if necessary.