

06 Safeguarding children, young people and vulnerable adults procedures

**06.8 Looked after children**

**Identification.**

A 'Looked after Child' is a child in public care, who is placed with foster carers, in a residential home or with parents or other relatives.

**Services provided to Looked After Children**

*Three- and four-year-olds*

* Places will be offered for funded three- and four-year -olds who are looked after; where the placement in the setting will normally last a minimum of six weeks.
* If a child who attends a setting is taken into care and is cared for by a local carer the place will continue to be made available to the child.

**Additional Support**

* The designated person and key person liaise with agencies and professionals involved with the child, and his or her family, and ensure appropriate information is gained and shared.
* A meeting of professionals involved with the child is convened by the setting at the start of a placement. A Personal Education Plan (PEP) for children over 3 years old is put in place within 10 days of the child becoming looked after.
* Following this meeting, a Care plan for looked after children form is completed. The care plan is reviewed after two weeks, six weeks, three months, and thereafter at three to six monthly intervals.
* Regular contact will be maintained with the social worker through planned meetings, which will include contribution to the PEP which is reviewed annually.