A yellow duck swimming in water

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Safeguarding children, young people and vulnerable adults procedures

**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/carers or other relatives.

**Services provided to Looked After Children**

*Two-year-olds*

* Places will be offered to two-year-old children who are looked after; where the placement in the setting will normally last a minimum of three months.
* Where the child is already in attendance and has a secure attachment with an existing key person a continuation of the existing place will be offered.

*Three- and four-year-olds*

* Places will be offered for funded children 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 settling-in period for the child will be planned with the family and may not follow the setting’s general settling-in procedure.
* The designated safeguarding lead 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.
* 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.

This procedure was adopted at a meeting of Thames Pre-school Committee