



The Butterfly Rooms (Incorporating Woodlands) LTD

Tank Hill Road | Purfleet | Essex | RM19 1TA

Registered Charity Number: 1148068 | Ofsted Number: 453859 | Company Number: 7984150 | *Limited by Guarantee*

Telephone Number: 01708 863 737

Looked After Children (Children in Care) Policy

Our Commitment

We are committed to providing a safe, inclusive, and high-quality early years provision where all children can thrive, in line with the Early Years Foundation Stage (EYFS) Statutory Framework (2024) and Ofsted expectations (2025/2026).

We recognise that children in care and previously looked after children may have experienced trauma, loss, separation, or disruption. Our setting is dedicated to providing stable, nurturing, and responsive care, ensuring each child is supported to achieve the best possible outcomes.

We actively promote:

- Children's well-being, resilience and emotional security
- Equality of opportunity and anti-discriminatory practice
- Strong multi-agency collaboration to meet individual needs

Definition

A Looked After Child (LAC), also known as a child in care, is a child who is:

- In the care of the local authority under a care order, or
- Accommodated by the local authority under a voluntary agreement (Section 20 Children Act 1989)

Children may live in:

- Foster care
- Residential children's homes
- Kinship care arrangements
- Or return home under supervision arrangements

We also recognise the needs of Previously Looked After Children (PLAC), such as those who have been adopted or are under special guardianship arrangements.

Key Principles

- Child-centred approach: Every child is treated as an individual with unique experiences and needs
- Respectful language: Children are referred to by their names; their care status is handled sensitively and confidentially
- Attachment-aware practice: Staff use a trauma-informed, relational approach to support secure attachments
- Stability and continuity: We prioritise maintaining consistent placements wherever possible
- Safeguarding first: The child's welfare is always paramount (Children Act 1989 & 2004)

Admissions and Placement Considerations

We operate in line with equal access principles and do not discriminate against children in care.

Admissions are based on:

- The child's best interests
- Our ability to meet the child's needs safely and effectively
- Availability of appropriate staffing and support

We work collaboratively with:

- Local Authority Children's Services
- Social workers
- Foster carers and parents
- Virtual School Head (VSH)

Where children are new to care or experiencing transitions, a carefully planned, gradual settling-in process is implemented.

Implementation Procedures

Safeguarding and Leadership

- A Designated Safeguarding Lead (DSL) oversees all safeguarding matters
- All staff follow Working Together to Safeguard Children (2023) and relevant safeguarding guidance
- Concerns are reported immediately to the DSL, the child's social worker, and safeguarding authorities

Key Person Approach

Each child is assigned a key person to:

- Build secure relationships
- Support emotional regulation
- Provide consistent care and communication

Multi-Agency Working

We actively engage in professional partnership working, including:

- Personal Education Plan (PEP) meetings
- Looked After Reviews
- Early help and safeguarding meetings

We contribute to monitoring:

- Progress and development
- Emotional well-being and identity
- Placement stability

Care Planning and Reviews

- We contribute to statutory review processes led by the local authority
- Progress is monitored through EYFS assessments and observations
- Reviews follow local authority guidance and care planning cycles

Transitions

We support smooth transitions:

- Into the setting
- Between rooms
- To school

We liaise with schools, designated teachers, and the Virtual School Head. Records are shared securely with appropriate consent.

Training and Staff Development

All staff receive training in:

- Safeguarding and child protection
- Attachment and trauma-informed practice
- Supporting children with SEND and developmental delay

Training is regularly updated in line with current guidance.

Confidentiality and Information Sharing

We comply with:

- UK GDPR and Data Protection Act 2018
- Working Together to Safeguard Children (2023)

Information is shared on a need-to-know basis and stored securely.

Funding and Additional Support

We work with the local authority to access:

- Early Years Pupil Premium (EYPP)
- Pupil Premium Plus (where applicable)

Funding is used to support educational progress, close gaps, and promote well-being.

Child Voice and Identity

We actively promote:

- The voice of the child in age-appropriate ways
- Children's sense of identity, belonging and self-worth
- Respect for cultural background, religion, language and life experiences

Digital Safeguarding

We ensure children are protected from online risks. Appropriate supervision and safeguarding measures are in place in line with current guidance.

Monitoring and Review

This policy is reviewed annually, or sooner in response to statutory updates. Reviews incorporate feedback from staff, carers and professionals, and focus on improving outcomes for children.

This policy was adopted by

The Butterfly Rooms Ltd

On

10th June 2026

Date to be reviewed

10th June 2027

Signed on behalf of the Management

committee

A.Thompson

Name of signatory

Miss Aimee Thompson
