Lead Children in Care Governor – Role and Governor Visit Record

1. **Role description and key responsibilities**

As the Governor responsible for Children In Care you will ensure that the governing body fulfil its responsibilities in respect of these areas by ensuring that Dee Point:

* has a designated teacher overseeing policies and procedures linked to Children in Care
* is providing high quality teaching and learning for all Children in Care

1. **Skills, knowledge and training required**

* Be familiar with all relevant school policies, particularly
* An understanding of PEP’s (Personal Education Plans)

1. **Key deliverables and actions taken against them**

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| --- | --- | --- |
| **Detail of deliverable** | **Frequency** | **Expected Evidence** |
| Ensure all school policies relating to Children in Care are reviewed annually by the Full Governing Body or responsible committee including those policies named above. | ANNUAL | Minuted at FGM |
| Appoint a designated teacher to promote the educational achievement of looked after children on the school roll. Make sure he/she undertakes appropriate training and reports annually to the governing body | ANNUAL | Governor Log |
| Ensure the school updates and evaluates regularly all Personal Education Plans (PEPs) | TERMLY | Governor Log |

Governor Visit Report

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| **Name** | **Date** |
| **Focus of visit** (link to individual governor role / school development plan) | |
| **Summary of activities** e.g. talking to staff and pupils, looking at specific resources, having lunch etc. | |
| **What have I learned as a result of my visit?** (relate this back to focus of visit) | |
| **Aspects I would like clarified/ questions that I have:** | |
| **Actions for the governing body to consider:** | |

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