

## Further publications

1. Learning with Care (2001)
2. Getting It Right for Every Child (2006)
3. How Good Is Our School? (2006)
4. Extraordinary Lives (2006)
5. Looked After Children and Young People: We Can and Must Do Better (2007)
6. Count Us In (2008)
7. These Are Our Bairns (2008)
8. Core Tasks for Designated Managers (2008)
9. LAC Training DVD (2009)



This leaflet has been designed to be used as background information for designated managers in response to raising awareness about improving outcomes and experiences of all Looked After children and young people.

Information for Designated Managers

# LOOKED AFTER CHILDREN & YOUNG PEOPLE



The Scottish Government Report

## Looked After Children and Young People: We Can and Must Do Better

explains the broader context in detail and outlines the commitment to improving outcomes for all Looked After Children and Young People

## Communication

The designated senior manager must:

- be aware of **ALL** policies, procedures and guidelines.
- maintain and share as appropriate confidential files.
- make themselves known to the Looked After children and young people, making clear their role.
- work with colleagues to raise awareness of issues.
- establish relationships with other designated senior managers.
- communicate appropriately with **ALL ADULTS** who share responsibility for Looked After children and young people.



**The designated senior manager holds a co-ordinating brief in relation to ALL the Looked After children and young people in their establishment.**

## Advocacy

The designated senior manager must:

- ensure that an appropriate policy on LAC exists in their establishment.
- ensure that procedures relating to attendance and exclusion take into account individual circumstances.
- ensure staff and young people are aware of their rights and responsibilities.



## Meeting Needs

The designated senior manager must:

- liaise closely with other staff to maximise learning opportunities.
- identify and assess needs and see that appropriate plans are in place.
- contribute as necessary to **ALL** meetings.
- involve all Corporate Parents.
- monitor strategies to raise attainment.
- facilitate transition arrangements and ensure the transfer of documents **within five working days.**

## Learning & Development

The designated senior manager must:

- attend appropriate training.
- act as an advisor and facilitator.

