

# CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL POLICY

Learning Academies Trust – Ford Primary School

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## CHANGES

Policy date	Summary of change	Author	Version	Review date
01/07/2023	Policy has been reviewed.	Maria Anderson (reviewer)	1.0	26.9.23

### 1. AIMS

This policy aims to ensure that:

- › Suitable education is arranged for pupils on roll who cannot attend school due to health needs
- › Pupils, staff and parents understand what the school is responsible for when this education is being provided by the local authority

### 2. LEGISLATION AND GUIDANCE

This policy reflects the requirements of the [Education Act 1996](#).

It also based on guidance provided by our Local Authority 'Policy for Children and Young People with Complex Medical Needs'. This policy complies with our funding agreement and articles of association.

### 3. THE RESPONSIBILITIES OF THE TRUST

All schools in Learning Academies Trust aim to support the LA and ensure that all children who are unable to attend school due to medical needs, and who would not receive suitable education without such provision, continue to have access to as much education as their medical condition allows, to enable them to reach their full potential.

Due to the nature of their health needs, some children may be admitted to hospital or placed in alternative forms of education provision. We recognise that, whenever possible, pupils should receive their education within their school and the aim of the provision will be to reintegrate pupils back into school as soon as they are well enough.

We understand that we have a continuing role in a pupil's education whilst they are not attending the school and will work with the LA, healthcare partners and families to ensure that all children with medical needs receive the right level of support to enable them to maintain links with their education.

#### 3.1 If the school makes arrangements

Initially, the school will attempt to make arrangements to deliver suitable education for children with health needs who cannot attend school.

Where a pupil has a complex or long-term health issue, the school will discuss the pupil's needs and how these may be best met with the LA, relevant medical professionals, parents and, where appropriate, the pupil.

The LA expects the school to support pupils with health needs to attend full-time education wherever possible, or for the school to make the reasonable adjustments to pupils' curriculum where medical evidence supports the need for those adjustments.

Where pupils are too ill to attend, the school will:

- Liaise with parents from the outset and maintain regular dialogue
- Develop and monitor an individual healthcare plan (IHCP) with input from all professionals working with the pupil, in accordance with the Supporting Pupils with Medical Conditions Policy. This should be part of an Early help approach

- Establish, where possible, the amount of time a pupils might be off and identify ways in which the school can support the pupil in the short term (e.g. providing work that can be done at home in the first instance)
- Alert the Local Authority to cases where a child has been absent for 15 school days or earlier where it is clear that pupils will be absent for such a period
- Identify a key worker who will make arrangements to visit the pupil twice a week in their home, following school Safeguarding procedures
- Make arrangements for National Curriculum assessments

Pupils admitted to hospital will receive education as determined by the appropriate medical professionals and hospital tuition at the hospital concerned.

During the period of absence, the school will work with the provider of the pupil's education to establish and maintain regular communication and effective outcomes. Where appropriate, the school will provide the pupil's education provider with relevant information, curriculum materials and resources.

Whilst a pupil is away from school, the school will work with the LA to ensure the pupil and parents can successfully remain in touch with their school using the following methods:

- School newsletters
- Emails
- Invitations to school events
- Cards or letters from peers and staff

To help ensure a pupil with additional health needs can attend school following an extended period of absence, the following adaptations will be considered:

- A personalised or part-time timetable, drafted in consultation with the named staff member
- Access to additional support in school
- Online access to the curriculum from home (as detailed in the Remote Learning Policy)
- Places to rest at school

### **3.2 If the local authority makes arrangements**

There will be a wide range of circumstances where a child has a health need but will receive suitable education that meets their needs without the intervention of the LA – for example, where the child can still attend school with some support; where the school has made arrangements to deliver suitable education outside of school for the child; or where arrangements have been made for the child to be educated in a hospital by an on-site hospital school.

If the school can't make suitable arrangements, Plymouth Local Authority will become responsible for arranging suitable education for these children.

The LA must arrange suitable full-time education for children of compulsory school age who, because of illness, would not receive suitable education without such provision. The Trust/School has a duty to support the LA in doing so.

The LA should:

- › Provide such education as soon as it is clear that a pupil will be away from school for 15 days or more, whether consecutive or cumulative. They should liaise with the appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the pupil.
- › Ensure the education pupils receive is of good quality, allows them to take appropriate qualifications, prevents them from falling behind their peers in school, and allows them to reintegrate successfully back into school as soon as possible.
- › Address the needs of individual pupils in arranging provision.
- › Have a named officer responsible for the education of children with additional health needs and ensure parents know who this is.
- › Have a written, publicly accessible policy statement on their arrangements to comply with their legal duty towards children with additional health needs.

- › Review the provision offered regularly to ensure that it continues to be appropriate for the child and that it is providing suitable education.
- › Give clear policies on the provision of education for children and young people under and over compulsory school age.

In cases where the local authority makes arrangements, the school will:

- › Work constructively with the local authority, providers, relevant agencies and parents to ensure the best outcomes for the pupil
- › Share information with the local authority and relevant health services as required
- › Help make sure that the provision offered to the pupil is as effective as possible and that the child can be reintegrated back into school successfully
- › When reintegration is anticipated, work with the local authority to:
  - Plan for consistent provision during and after the period of education outside the school, allowing the pupil to access the same curriculum and materials that they would have used in school as far as possible
  - Enable the pupil to stay in touch with school life (e.g. through newsletters, emails, invitations to school events or internet links to lessons from their school)
  - Create individually tailored reintegration plans for each child returning to school
  - Consider whether any reasonable adjustments need to be made

### 3.3 Reintegration

When a pupil is considered well enough to return to school, the school will develop a tailored reintegration plan in collaboration with the LA.

- › The school will work with the LA when reintegration into school is anticipated to plan for consistent provision during and after the period of education outside school.
  - › As far as possible, the child will be able to access the curriculum and materials that they would have used in school.
  - › If appropriate, the school nurse will be involved in the development of the pupil's reintegration plan and informed of the timeline of the plan by the appointed named member of staff, to ensure they can prepare to offer any appropriate support to the pupil.
  - › The school will consider whether any reasonable adjustments need to be made to provide suitable access to the school and the curriculum for the pupil.
  - › For longer absences, the reintegration plan will be developed near to the pupil's likely date of return, to avoid putting unnecessary pressure on an ill pupil or their parents in the early stages of their absence.
  - › The school is aware that some pupils will need gradual reintegration over a long period of time and will always consult with the pupil, their parents and key staff about concerns, medical issues, timing and the preferred pace of return.
- The reintegration plan will include:
- › The date for planned reintegration, once known.
  - › Details of regular meetings to discuss reintegration.
  - › Details of the named member of staff who has responsibility for the pupil.
  - › Clearly stated responsibilities and the rights of all those involved.
  - › Details of social contacts, including the involvement of peers and mentors during the transition period.
  - › A programme of small goals leading up to reintegration.
  - › Follow up procedures.

The school will ensure a welcoming environment is developed and encourage pupils and staff to be positive and proactive during the reintegration period.

- Following reintegration, the school will support the LA in seeking feedback from the pupil regarding the effectiveness of the process.

#### 4. MONITORING ARRANGEMENTS

This policy will be reviewed annually by the Trust Safeguarding Lead. At every review, it will be approved by the Trust Board of Directors. The Local Governing Body will ensure the implementation.