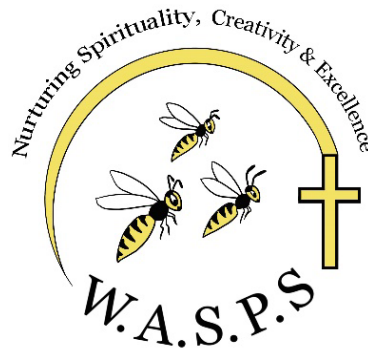


Policy for Children with Health Needs who Cannot Attend School

at

Weston All Saints Primary School



The Partnership Trust



This policy is written in reference to the Christian Foundation of the school.

'Nurturing spirituality, creativity and excellence'

I can do all these things through Christ who strengthens me –
Philippians 4:13

Approved by:	[Name]	Date: [Date]
Last reviewed on:	May 2024	
Next review due by:	[Date]	

1. Introduction

Weston All Saints C of E Primary School understands that we have a continuing role to play in a pupil's education whilst they are not attending school due to health needs. We will work with B&NES (our Local Authority), healthcare partners and families to ensure that when absent, all children with health needs receive the right level of individualized support to enable them to access a good quality education and overcome barriers to attainment so that they can reach their full potential.

We recognise that the nature and amount of educational activity must always be dictated by each child's health needs, balanced with the need to help them keep up with their studies and maintain the momentum of their education.

The aim is to reintegrate pupils back into school as soon as they are well enough.

2. Aims and Objectives of Policy

This policy aims to ensure that:

- Suitable education is arranged for pupils on roll who cannot attend school due to health needs so that any negative impact upon their social and academic development is minimized
- Parents, staff and pupils are aware of how pupils with health needs will be supported when they cannot attend school
- Pupils are supported by an effective and collaborative approach between all relevant services (Local Authority, HERS, CAMHS, NHS, school and the school nursing team)

Legislation

This policy is based on the following legislation:

- [The Education Act 1996](#)
- [The Education \(Pupil Registration\) \(England\) Regulations 2006](#)
- The Equality Act 2010
- Section 100 of the Children and Families Act 2014

It is also based on the following statutory guidance from the Department for Education (DfE):

- [Alternative provision](#)
- [Arranging education for children who cannot attend school because of health needs](#)

It is also based on guidance provided by our Local Authority: [Medical absence from school | Bath and North East Somerset Council \(bathnes.gov.uk\)](#) and in the Single Point of Access Panels for Referrals to the Hospital Education & Reintegration Service Guidance January 2024

3. Main Body of Policy

Whenever possible, pupils should receive their education within school but we recognise that some pupils have health needs which may result in them being unable to attend school for significant periods of time.

Health needs could include:

- Physical health issues
- Physical injuries

- Mental health problems, including anxiety issues
- Emotional difficulties or school refusal
- Progressive conditions
- Terminal illnesses
- Chronic illnesses

These children may be admitted to hospital, or kept at home. They may be placed in an alternative form of educational provision to enable them to continue to access a suitable education.

Managing Absences

Parents are required to contact the school on the first day that their child is unable to attend school due to an illness or medical condition.

Medical absences will be authorised unless the school has a concern about the authenticity of the illness.

The school will monitor pupil attendance and mark registers to ensure it is clear whether a pupil is, or should be, receiving education otherwise than at school.

The named person with responsibility for pupils with health needs will notify the Local Authority when a pupil's absences due to illness exceed 15 school days either in one continuous absence or spaced over the course of a school year or when an absence of this length of time is anticipated or known of in advance.

A pupil unable to attend school because of health needs will not be removed from the school register without parental consent and certification from the school Medical Officer even if the Local Authority has become responsible for the child's education.

We will only remove a pupil who is unable to attend school due to additional health needs from the school roll where:

- The pupil has been certified by a Medical Officer as unlikely to be in a fit state of health to attend school before ceasing to be of compulsory school age; and
- Neither the pupil nor their parent has indicated to the school the intention to continue to attend the school, after ceasing to be of compulsory school age.

Where there is no evidence to support absence attributed to illness, Weston All Saints C of E Primary School will follow our normal attendance procedure.

The responsibilities of the school

Initially, Weston All Saints C of E Primary School will provide support to pupils who are absent from school because of health needs for a period of less than 15 school day.

We will liaise with the pupil's family to provide schoolwork as soon as the pupil is able to cope with it or offer part-time education at school. We will discuss which aspects of the curriculum are prioritised in consultation with the pupil's family and relevant members of staff.

Depending on the age of the pupil and their home circumstances, we would offer a choice of, or combination of:

- having work sent home
- access to Remote Learning
- access to educational materials and lessons from their class teacher via Class Dojo or via Zoom and feedback on completed work

As far as possible, the pupil will be able to access the curriculum and materials that they would have used in school.

The provision offered to individual pupils will be monitored and reviewed regularly to ensure that it continues to be appropriate for the pupil and that it is a suitable education.

Where there is medical evidence that a pupil is considered unfit to attend school full-time but is able to attend part-time:

Where full-time education would not be in the best interests of a particular pupil because of reasons relating to their physical or mental health we will make reasonable adjustments to accommodate the pupil's continued access to education. The educational provision will be tailored to the individual pupil's needs and cost will not be a barrier to accessing education.

Although we are expected to support the pupil until they can return to school full-time, B&NES will provide advice and guidance regarding education for pupils who are able to attend their education on a part-time basis due to a health condition.

Whilst a pupil is away from school, we will do our best to ensure the pupil and their family can stay in contact with the classteacher and activities happening at school using the following methods:

- school newsletters
- ClassDojo
- invitations to school events
- cards or letters from classmates and staff.

Where appropriate, the school will provide the pupil's education provider with relevant information, curriculum materials and resources.

The role and responsibilities of the Local Authority

Bath & North East Somerset Council (B&NES) is responsible for arranging education for pupils of compulsory school age who are not able to attend their school because of illness if suitable arrangements cannot be provided by the school.

Education will only be arranged for children who are not able to attend their education provision **at all** due to a health condition and only for the duration of that condition.

B&NES fulfil their legal duty through commissioning places through the Hospital Education and Reintegration Service (HERS). The delivery and quality of the education provided through HERS is regularly monitored and reviewed.

HERS will not supplement education for children who are attending their registered school on a part-time basis due to ill health.

Single Point of Access (SPA) panels:

It is the responsibility of the school to liaise with the appropriate medical professionals if an absence is due to illness and refer to HERS using the Single Point of Access (SPA) referral form. This should be accompanied by supporting medical evidence to ensure minimal delay in arranging appropriate provision for the child.

Each week two Single Point of Access (SPA) panels are held. The role of these panels is to ensure a timely and fair allocation of HERS across Bath & North East Somerset Council based on evidence of need.

All pupils admitted to the Royal United Hospital in term time

B&NES will provide suitable alternative education (in line with the pupil's health condition) through the commissioned Hospital Education and Reintegration Service.

Pupils admitted to hospital will receive education as determined appropriate by the medical professionals and hospital tuition team at the hospital concerned. The Headteacher/SENCo will liaise with the Local

Authority regarding the programme that should be followed while the pupil is in hospital.

The Local Authority will set up a personal education plan (PEP) for the pupil which will allow the school, the Local Authority and the provider of the pupil's education to work together.

For pupils requiring HERS support following a stay in hospital the consultant will complete the HERS medical form and hospital teaching staff will forward this to the pupil's registered school for them to complete a SPA form.

On leaving hospital the HERS will liaise with the school to continue providing suitable education in line with their health needs until they are reintegrated back into school. The school will be charged for this service as agreed via Schools Forum.

For pupils who are not in-patients, HERS will offer a bespoke package which could take the form of on-site learning, 1-1 tutoring, small group teaching & online learning.

In cases where B&NES makes the arrangements, the school will:

- Work constructively with them, alternative educational providers, relevant agencies and parents to ensure the best outcomes for the pupil
- Share information with B&NES and relevant health services as required
- Help ensure that the provision offered to the pupil is as effective as possible and that the child can be reintegrated back into school successfully

Reintegration

The school will work with the Local Authority when reintegration into school is anticipated to plan for consistent provision during and after the period of education outside school and to allow for a smooth return to school.

Where 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.

To help ensure a pupil with additional health needs is able to attend school following an extended period of absence, the following adaptations may be considered:

- A personalised or part-time timetable, drafted in consultation with the Headteacher/ SENCo
- Access to additional support in school
- Online access to the curriculum from home
- Movement of lessons to more accessible rooms where possible
- Places to rest at school
- Special exam arrangements to manage anxiety or fatigue

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's family and key staff about concerns, medical issues, timing and the preferred pace of return.

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

Information Sharing

It is essential that all information about children with health needs is kept up-to-date. In order to protect confidentiality, all information-sharing techniques, e.g. staff noticeboards/ medical files, will be agreed with the pupil's family in advance of being used. All teachers, teaching assistants, supply and support staff will be provided with access to relevant information, including high-risk health needs, first aid measures and emergency procedures

Parents/carers will be made aware of their own rights and responsibilities regarding confidentiality and information sharing.

To help achieve this, the school will:

- Ensure this policy and other relevant policies are easily available and accessible
- Provide the pupil's family with a copy of the policy on information sharing
- Ask parents/carers to sign a consent form which clearly details the organisations and individuals that their child's health information will be shared with and which methods of sharing will be used

Record keeping

In accordance with the *Supporting Pupils with Medical Conditions Policy* and the *Administration of Medicines Policy*, written records will be kept of all medicines administered to pupils. Proper record keeping protects both staff and pupils and provides evidence that agreed procedures have been followed.

All records will be maintained in line with the Records Management Policy.

Training

Staff who will be supporting a child when they return to school will be provided with sufficient training in advance so that they are confidently able to support pupils with additional health needs.

Although the parents of pupils with additional health needs may provide specific advice, healthcare professionals will be involved in identifying and agreeing with the school the type and level of training required.

Examinations & Assessments

The named member of staff will liaise with the alternative provision provider over planning and examination course requirements where appropriate.

Relevant assessment information will be provided to the alternative provision provider if required.

Awarding bodies may make special arrangements for pupils with permanent or long-term disabilities and learning difficulties, or temporary disabilities and illnesses. Applications for such arrangements will be submitted by the school, or Local Authority if more appropriate, as early as possible.

This policy links to the following school policies:

- Attendance Policy
- Accessibility Plan
- Child Protection and Safeguarding Policy

- Data Protection Policy
- Special Educational Needs and Disabilities (SEND) Policy
- Supporting Pupils with Medical Conditions Policy

Publication of Information

This policy will be shared with staff and published on our school website.

Review of Policy

This statutory policy will be reviewed annually by the Headteacher and the Local Governing Body. Any changes to the policy will be clearly communicated to all members of staff involved in supporting pupils with additional health needs, and to parents and pupils themselves.

Policy Revision History

Policy Version	Author	Approved by
New Policy June 2021	H Folkes	
v.2 June 2024	H Folkes	