

**Shinewater
Primary
School**



Children with health needs who cannot attend school

Approval Date	Policy Reviewer	Title	Chair of Governors
December 2020	Mrs N Kaufman/Mrs M Burbidge	Co-Headteachers	J McCarthy-Penman

Frequency of Policy Review	Annually
Version	1

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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 that 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 based upon government guidance.

<https://www.eastsussex.gov.uk/media/14126/east-sussex-education-of-children-with-health-needs-policy-oct-2019.pdf>

<https://www.gov.uk/government/publications/education-for-children-with-health-needs-who-cannot-attend-school>

This policy complies with our funding agreement and articles of association.

3. The responsibilities of the school

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.

School's Named Contact:

- The named contact for Shinewater School is Vicki Wilson, Inclusion Manager, whose responsibility is to liaise with TLP, parents and health professionals.
 - The named school contact will liaise with Teaching and Learning Provision (TLP), to arrange personal educational planning meetings usually held in the school or in the home every 6 to 8 weeks.
 - Parents, pupils, health professionals and any other involved parties will be invited to attend.
 - The named school contact will ensure that class teachers/heads of department provide TLP with all necessary curriculum resources in order that the pupil can complete courses and prepare for assessments and examinations
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- The school will provide opportunities for the pupil to maintain contact with their peers and the wider school community through newsletters, invitations to performances and events etc.
- The school will provide TLP with all relevant educational information, including prior assessments, attainment and achievement, curriculum details, public examinations entered, timelines for controlled assessments, dates of examinations etc.
- The school will apply to the awarding body for any necessary special arrangements for pupils with disabilities or indispositions for example allowing pupils to sit examinations in a venue other than at school

Arrangements:

- Schools are responsible for providing support to pupils who are absent from school because of illness for a shorter period than 15 days, for example by enabling access to the school virtual learning platform or sending work home.
- Some cases, where a pupil is hospitalised for a protracted period of time, education is provided by a hospital school. In such cases the hospital school will liaise directly with the school. In some cases TLP may support the planning of provision

How the school will consult with parents and children about these arrangements:

- Schools should make a referral to TLP at the earliest date when a pupil is too sick to attend school using the ISEND Front Door referral form. Medical evidence from a medical practitioner (paediatrician or CAHMS) stating that the pupil is currently too sick to attend school needs to be attached to the referral. The referral needs to include details of the reasonable adjustments in place and the dates of the review meetings and a copy of the active Additional Needs Plan.
- To avoid delay in provision, the TLP will support pupils absent from school who are currently supported at GP level but medical evidence from the GP needs to state that further investigation from a medical consultant has been sought.
- TLP will write to the school via email to state whether the referral has been accepted. If the referral is not accepted a reason will be given and the school may be signposted to another agency.
- TLP will contact the school and ask them to arrange a PEP meeting at the school, where possible. The provision agreed will be informed by advice from medical professionals, the school, the views of the parents and the pupil. Where the pupil's illness is protracted updated medical evidence will be requested.
- The Inclusion Manager will liaise with TLP to arrange personal educational planning meetings usually held in the school or in the home every 6 to 8 weeks. Parents, pupils, health professionals and any other involved parties will be invited to attend.

How the school will reintegrate pupils back into school:

- We recognise that, whenever possible, pupils should receive their education within their mainstream school and the aim of the provision will be to reintegrate pupils back into mainstream education at the earliest opportunity as soon as they are well enough.
- Arrangements for reintegration will be discussed with school staff and each pupil will have a personalised reintegration plan.
- Information is also available through the SEN Matrix (see further sources of information for link)
- TLP will support the reintegration of a pupil where necessary by allocating a support worker.

- Schools will facilitate the successful reintegration of pupils who have sufficiently recovered by making any necessary reasonable adjustments under equalities legislation which may include for example a gradual reintegration, additional adult support or attendance at a learning support facility within the school.

3.2 If the local authority makes arrangements

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

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

4. Monitoring arrangements

This policy will be reviewed annually by Vicki Wilson, Inclusion Manager. At every review, it will be approved by the full governing board.

5. Links to other policies

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions

Further sources of information:

'Ensuring a good education for children who cannot attend school because of health needs Statutory guidance for local authorities' January 2013

<http://www.education.gov.uk/aboutdfe/statutory/g00219676/health-needs-education>

'Alternative Provision: A guide for local authorities, head teachers and governing bodies of schools, pupil referral units and other providers of provision'

<http://www.education.gov.uk/aboutdfe/statutory/g00211923/alternative-provision>

Advice to schools on attendance

<http://www.education.gov.uk/schools/pupilsupport/behaviour/attendance>

Special Educational Needs East Sussex Local Offer To Families

<https://www.eastsussex.gov.uk/childrenandfamilies/specialneeds/>

ESCC SEN Matrix of Need and Provision

<https://czone.eastsussex.gov.uk/inclusion-and-send/sen-matrix/the-matrix/>

ISEND Front Door Referral Form

<https://czone.eastsussex.gov.uk/inclusion-and-send/front-door-referrals/>

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