



Range High School

CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL POLICY

Person responsible for Policy: Headteacher / Associate Leader – Personal Development

Date of last review: March 2020

Date of next review: March 2021 (major changes will be brought to the governors attention as, and when they occur)

RESPONSIBILITY FOR THIS POLICY HAS BEEN DELEGATED TO THE HEADTEACHER (07/05/20)

ANNUAL REVIEW

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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 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 - <https://www.sefton.gov.uk/schools-learning/complementary-education/access-to-education-for-children-with-health-needs-who-cannot-attend-school.aspx>.

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

3. The responsibilities of the school

The school will remain responsible for providing the following information:

- Progress and assessment data including baseline assessments, current and target grades
- An appropriate medium-term plan for teaching and learning within core subjects
- The loan of appropriate resource materials including text books
- Details of exam specifications and entries
- Details of access arrangements

The school also remains responsible for:

- Providing a consistent point of contact for any referred pupils
- Exam entries, access arrangements, exam invigilation and any required payments for public examinations
- Disapplication of National Curriculum in order for the young person to maintain progress in core subjects if appropriate
- Careers interviews and work experience placements
- Monitoring pupil attendance and marking registers so that it is clear that the pupil is receiving education off site
- Arranging review meetings

- Procedures for ensuring that pupils are re-integrated smoothly into school when their health permits

Schools should:

- Have a policy and a named person responsible for dealing with pupils who are unable to attend school because of medical needs
- Nominate a governor responsible for reviewing the procedures that apply to
 - educating young people with medical needs
 - Attend all reviews of pupils' Support and Reintegration Plans
 - Ensure that work is available to pupils who are absent due to illness/injury
 - Ensure that pupils who are unable to attend school because of illness are kept informed about and are invited whenever possible to school social and cultural events
 - Ensure progress leaders/form tutors/learning mentors to phone, e-mail or send cards every few weeks to prevent a sick child and his/her family from feeling isolated from school
 - Encourage and facilitate liaison with peers
 - Engage in visits to the Pinefield Centre to familiarise with, and understand, the educational provision and support arrangements for pupils attending the Centre at all times. For the duration of agreed support, pupils remain the responsibility of the schools or settings where they are on roll

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.

Pastoral/attendance staff will identify and monitor children with health needs who cannot attend school.

Pastoral/attendance staff will make contact with families and young people to discuss appropriate arrangements to minimise disruption to education as far as possible. This may be comprised of some, or all of the following: work sent home electronically e.g. Hegarty maths, Seneca etc. or delivered via hard copy.

Pastoral/attendance staff will discuss reintegration plans with families and young people prior to returning to school. This may include, reduced/amended timetable, medical pass to leave lessons when appropriate, access to school nurse, exam concessions.

3.2 If the local authority makes arrangements

If the school can't make suitable arrangements, Sefton LA will become responsible for arranging suitable education for these children. (Use the following link to access Sefton LAs policy):

https://www.sefton.gov.uk/media/1607419/Education_of_sick_children_policy_and_guidance.pdf

The process for referring a child to the local authority is to complete a **Monitoring and Placement Group referral form requesting brief intervention from the Complementary Education Service**

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 David Cregeen (Designated Safeguarding Lead – DSL and Lynne Dillon Pupil Support Manager and Attendance Officer. Responsibility for the policy has been delegated to the Headteacher; the governing board will be informed after every review and of any changes that are made.

(This policy will be reviewed annually as it is on the [list of statutory policies.](#))

5. Links to other policies

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions
- Pupil Attendance and Punctuality Policy
- Safeguarding Policy