CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL POLICY

Park Academy West London

Version control	
September 2020	New Policy

Latest version:	**September 2020**	Review period:	1 year
Date of next review:	July 2021	Owner:	Trust Safeguarding Lead
Type of policy:	Network	Approval level:	RB

Contents

1. Aims 2
2. Legislation and guidance 2
3. The responsibilities of the school 2
4. Monitoring arrangements 3
5. Links to other policies 3

---

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 is also based on guidance provided by our local authority. This policy complies with our funding agreement and articles of association.

3. The responsibilities of the school

The academy is responsible for providing work for students who have complex needs and who cannot attend school. Work is able to be set either through hard copy or remotely using google classrooms. If access to a laptop is needed the academy will be able to provide this.

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.

- The SENDCO as well as members of the SAFE Team will work together to ensure work is provided. These staff will liaise with members of staff in order to ensure work is set regularly.
- Work can be set either remotely or through hard copy in the form of work packs. These can be collected at the academy or sent via post.
- Regular check ins will take place with the family through phone calls and home visits if required to check if there are any issues and to check in on the student's well being.
- Where possible parents will be met at school in order to establish the level of support and how this will work.
- Students returning will attend the academy first for a reintegration meeting before the next course of action is decided. This may be a modified timetable for example.

3.2 If the local authority makes arrangements

If the school can't make suitable arrangements, Hillingdon Local Authority will become responsible for arranging suitable education for these children. If, as an academy, we felt that we were not able to meet the needs of the student we would contact the local authority to request additional support. We would monitor the attendance of the student in question and notify the local authority accordingly. The attendance officer in conjunction with the academy SAFE TEam would alert the local authority.

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 Mandy Lancy, The Trust Safeguarding Lead. At every review, it will be approved by the West London District Board

5. Links to other policies

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions