CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL POLICY

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Responsibility	Local Governing Board
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1. Aims & Policy Statement

Beechwood School is committed to ensuring that all pupils, including those unable to attend school due to physical or mental health needs, receive a full, continuous, and high-quality education.

This policy aims to ensure that:

- Suitable, continuous education is arranged for pupils on roll who cannot attend school due to physical or mental health needs.
- Support is initiated promptly without waiting for a prolonged period of illness.
- Pupils, parents/carers, and staff clearly understand the respective roles of the school and Slough Borough Council Local Authority.
- Pupils are successfully reintegrated back into mainstream school as soon as their health permits.

2. Legislation and Statutory Guidance

This policy complies with all relevant statutory legislation and guidance, including:

- **Section 19 of the Education Act 1996** (Duty to arrange suitable education)
- **Section 100 of the Children and Families Act 2014** (Duty to support pupils with medical conditions)
- **The Equality Act 2010** (Reasonable adjustments for disability)
- **The School Attendance (Pupil Registration) (England) Regulations 2024**
- DfE Statutory Guidance: *Ensuring a good education for children who cannot attend school because of health needs*
- DfE Statutory Guidance: *Working Together to Improve School Attendance*
- Slough Borough Council's Medical Needs & Alternative Provision Framework

3. School Responsibilities

3.1 Initial Provision (First 15 Days of Absence)

- For the first 15 days of absence the school will attempt to make arrangements to deliver suitable education for children with health needs who cannot attend school.
- The Director of Studies (DOS), in consultation with the School's Lead Medical Needs Coordinator and Inclusion Team, will write an Individual Health Care Plan (IHCP) in conjunction with the family, medical provider and the child.
- The school will liaise with the family and any medical providers to ensure that the child receives appropriate work while they are unable to attend school. This could include sending paper-based work for completion at home, the loan of a laptop so that work can be completed online at home, or liaison with the relevant hospital school to ensure that work is transferred to them for completion. It may also involve home visits by the Learning Continuity Team to support access to learning at home.
- The Lead Medical Needs Coordinator will meet with parents, medical professionals and the student (if appropriate) to complete the final plan.
- The DOS will arrange a reintegration plan once the student's doctor tell us that this is the right thing to happen. The reintegration plan will be planned in conjunction with medical professionals, the student and the family. The package will be bespoke to the needs of the individual and could include allocation of the Learning Continuity Team to facilitate ease of transition back to school, a part-time timetable, placement in the Pastoral Support Room – Explore or Horizon – Academic support room and the allocation of teaching rooms on the ground floor, if deemed necessary.

If the school can't make suitable arrangements, Slough Borough Council will become responsible for arranging suitable education for these children.

3.2 School Roles for Long-Term Illness

When a pupil's absence is expected to exceed 15 days (consecutive or cumulative):

- The school will formally notify Slough Borough Council Local Authority.
- The school will remain the primary link for the child, providing core curriculum materials, assessment tasks, and social contact with peers (newsletters, virtual form times, assemblies).

4. Local Authority Responsibilities

- Where an absence is likely to be longer than 15 days the Local Authority will be involved in arranging provision, the expectation from the school is that the Local Authority will:
- Arrange suitable full-time education (or as much education as the child's health condition allows) for children of compulsory school age who, because of illness, would otherwise not receive suitable education.
- Provide such education as soon as it is clear that the child will be absent from school for 15 days or more, whether consecutive or cumulative. They should liaise with appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the child.
- Ensure that the education the child receives is of good quality and allows them to take appropriate external tests, prevents them from slipping behind their peers in school, and allows them to reintegrate successfully back into school as soon as possible.
- Address the needs of the individual children in arranging provision.
- Where full-time education would not be in the best interests of a particular child because of reasons relating to their physical or mental health, provide part-time education on a basis they consider to be in the child's best interests. Full and part-time education should still aim to achieve good academic attainment. The nature of the provision must be responsive to the demands of what may be a changing health status.
- Where appropriate, use electronic media such as 'virtual classrooms', to provide access to a broader curriculum, but this should generally be used to complement face-to-face education, rather than as sole provision.
- Ensure that teachers who provide education for children with health needs receive suitable training and support and are kept aware of curriculum developments. They should also be given suitable information relating to a child's health condition, and the possible effect the condition and/or medication taken has on the child.
- Set up a Personal Education Plan, which should ensure that the school, the Local Authority, hospital school and other provider can work together.
- Ensure effective collaboration between all relevant services (for example, Hospital School, Haybrook College, CAMHS, NHS, schools and, where relevant, school nurses) in delivering effective education for children with additional health needs.

5. Attendance Coding & Off-Rolling Safeguards

5.1 Attendance Marking

- Absences supported by certified medical evidence will be recorded using **Code I (Illness)**.

- Where a pupil attends an approved off-site medical or alternative education provision arranged by the school/LA, attendance will be recorded using **Code B (Off-site educational activity)** or **Code D (Dual registered)**.

5.2 Safeguards Against Off-Rolling

In compliance with *The School Attendance (Pupil Registration) (England) Regulations 2024*:

- **No Removal from Roll:** A pupil with health needs will **never** be removed from the school roll without a formal medical directive confirming they are physically/mentally unfit to continue, alongside formal notification and agreement with Slough Borough Council.
- **Reduced Timetables:** Any part-time or reduced timetable implemented as a medical adjustment must be agreed upon by medical professionals, time-limited, regularly reviewed, and recorded formally.

6. Reintegration & Reasonable Adjustments

When medical professionals confirm a pupil is ready to return to school, the Director of Studies will implement a bespoke **Reintegration Plan**:

- **Phased Transition:** Flexible part-time timetables, gradual class reintroduction, or alternative learning spaces within school (e.g., *Explore* or *Horizon* pastoral support rooms).
- **Physical Adjustments:** Allocation of ground-floor teaching rooms, lift access, sensory breaks, or adjusted movement times between lessons.
- **Peer Support:** Buddy systems and regular check-ins with form tutors and the Inclusion Team.

7. Monitoring Arrangements & Policy Links

- **Review Cycle:** This policy is reviewed annually by the Assistant Headteacher (Inclusion) and approved by the Full Governing Body.
- **Links to Other Policies:**
    - *Supporting Pupils at School with Medical Conditions Policy*
    - *Special Educational Needs and Disability (SEND) Policy & Information Report*
    - *Attendance Policy (2024 Framework)*
    - *Accessibility Plan*
    - *Child Protection and Safeguarding Policy*