



WEST GRANTHAM

Church of England Primary Academy

CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL POLICY

Policy	Children With Health Needs Who Cannot Attend School Policy
Approved by	Local Governing Board
Date	July 2025
Review cycle	Annual

VERSION CONTROL			
VERSION	DATE	AUTHOR	CHANGES
2023	27.06.23	ED	New Policy
2024	13.06.24	NS	Full Policy Review Page 1: Change from IEB to LGB, change of date Page 4: Addition of name of staff and job title
2025	08.06.25	NS	Full Policy Review Pg2-3- legislation and guidelines updated Pg3- Policies that run alongside added Pg5- Training requirements added

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Aims

This policy aims to ensure that a suitable education is arranged for pupils on roll who cannot attend school due to health needs.

It also aims to ensure that pupils, staff, and parents understand what the school is responsible for when this education is being provided by the local authority.

The West Grantham Church of England Primary Academy aims to ensure that all children who are unable to attend school due to medical needs, and who would not receive suitable education without such provision, continue to have access to a much education as their medical condition allows, to enable them to reach their full potential.

Due to the nature of their health needs, some children may be admitted to hospital or placed in alternative forms of education provision. We recognise that, whenever possible, students should receive their education within their school and the aim of the provision will be to reintegrate students back into school as soon as they are well enough.

Legislation and guidance

This policy reflects the requirements of the Education Act 1996 and the academy will also follow the guidance provided by our local authority.

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Education Act 1996

- Equality Act 2010
- The UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- DfE (2023) 'Keeping children safe in education 2023'
- DfE (2023) 'Arranging education for children who cannot attend school because of health needs'
- DfE (2015) 'Supporting pupils at school with medical conditions'
- DfE (2022) 'Working together to improve school attendance'

This policy operates in conjunction with the following school policies:

- Attendance and Absence Policy
- Child Protection and Safeguarding Policy
- Children Missing from Education Policy
- Data Protection Policy
- Remote Education Policy
- Special Educational Needs and Disabilities (SEND) Policy
- Supporting Pupils with Medical Conditions Policy

Roles and responsibilities

The responsibilities of the school

Initially, the school will attempt to make arrangements to deliver suitable education for children with health needs who cannot attend school. The headteacher and SENCO will be responsible for making and monitoring these arrangements. A meeting will be made with parents/carers to discuss arrangements for working from home or hospital.

A plan will be drawn up detailing agreed actions from the discussion, the plan will be signed by the academy and parents/carers. The plan will then be carried out to deliver education to the child. The attendance team will conduct home visits throughout. Arrangements could include sending work home or attending a hospital school. Work will be prepared by class teacher.

Regular meetings will take place (once every six weeks) with a view to reintegrate pupils back into the school as quickly as possible.

The responsibility of the local authority

There are occasional situations where due to the nature of the pupil's illness or sudden injury the school is not able to effectively implement school-based support, and this necessitates a direct referral to Pilgrim Hospital School. Usually this would be in response to a serious injury sustained by the student precluding attendance at school or a planned operation and discharge home and where medical advice is clear that return to school is not appropriate.

The referral must be supported by the following documentation: Robust medical evidence from a consultant or medical professional which illustrates that the pupil is unable to access their usual place of learning due to their current health needs. For anxiety led school refusal a copy of the PSP providing evidence of the support school has established in response to the pupil's health needs. A copy of the school attendance register showing 15 days consecutive absence from school. The form must be signed by parent, school, and wherever possible pupil.

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, the school will 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.

The Governing Board and Headteacher are responsible for:

- Ensuring arrangements for students who cannot attend school due to their medical needs are in place and are effectively implemented.
- Ensuring the termly review of the arrangements made for students who cannot attend school due to their medical needs.
- Ensuring the roles and responsibilities of those involved in the arrangements to support the needs of students are clear and understood by all.
- Ensuring robust systems are in place for dealing with health emergencies and critical incidents, for both on and off-site activities.
- Ensuring staff with responsibility for supporting students with health needs are appropriately trained.
- Appointing a named member of staff: Yvonne Mammatt our Attendance and Family Liaison Officer is responsible for students with healthcare needs and liaises with parents, students, the Local Authority, key workers, and others involved in the student's care.
- Providing teachers who support students with health needs with suitable information relating to a student's health condition and the possible effect the condition and/or medication taken has on the student.
- Notifying the Local Authority when a student is likely to be away from the school for a significant period of time due to their health needs.

The SENCo is responsible for:

- Dealing with students who are unable to attend school because of medical needs.
- Actively monitoring pupil progress and reintegration into school.
- Supplying students' education providers with information about the child's capabilities, progress, and outcomes.
- Liaising with the Headteacher, education providers and parents to determine students' programmes of study whilst they are absent from school.
- Ensuring the Attendance and Family Liaison officer provides a link between students and their parents, and the Local Authority.

Teachers and Support Staff are responsible for:

- Understanding confidentiality in respect of students' health needs.

- Designing lessons and activities in a way that allows those with health needs to participate fully and ensuring students are not excluded from activities that they wish to take part in without a clear evidence-based reason.
- Understanding their role in supporting students with health needs and ensuring they attend the required training.
- Ensuring they are aware of the needs of their students through the appropriate and lawful sharing of the individual student's health needs.
- Ensuring they are aware of the signs, symptoms and triggers of common life-threatening medical conditions and know what to do in an emergency.

Training

Healthcare professionals will be involved in identifying and agreeing with the school the type and level of training required. Training will be sufficient to ensure staff are confident in their ability to support pupils with additional health needs.

Staff will be trained in a timely manner to assist with a pupil's return to school.

Once a pupil's return date has been confirmed, staff will be provided with relevant training before the pupil's anticipated return.

Monitoring arrangements

The Headteacher and SENCo will annually review this policy. At every review, it will be approved by the governing board.