



**Transforming  
Futures**  
TRUST

# Children with Health Needs who Cannot Attend School Policy

Policy Information	
Policy Owner	Headteachers
Issue Version	3.0
Approving Committee	Education & Outcomes
Adopted Date	February 2021
Review Cycle	Annual
Last Review Date	March 2023
Next Review Date	March 2025

## Adoption of the Policy

This Policy has been adopted and reviewed by the Trustees of Transforming Futures Trust

**Signed: K Deeny**  
(Vice Chair of Trust)

**Date: 08.06.23**



## Version Control Amendments

Version No	Date	Summary of Changes
3.0	Mar 2023	Changes of responsibility to recognise delegation by headteacher

## 1. Introduction

The Trust aims to support the Local Authority and ensure that all children who are unable to attend due to medical needs, and who would not receive suitable education without such provision, continue to have access to as much education as their medical condition allows, to enable them to reach their full potential.

The Trust supports a continuing role in a pupil's education whilst they are not attending and will work with the Local Authority, healthcare partners and families to ensure that all children with health needs receive the right level of support to enable them to maintain links with their education.

## 2. Legal Framework

- 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.
  - Data Protection Act 2018.
  - DfE (2013) 'Ensuring a good education for children who cannot attend academy because of health needs.
  - DfE (2015) 'Supporting pupils at academy with medical conditions.
  
- This policy operates in conjunction with the following Trust policies:
  - Attendance Policy.
  - Child Protection and Safeguarding Policy.
  - Data Protection Policy.
  - Records Management Policy.
  - Special Educational Needs and Disabilities (SEND) Policy.
  - Supporting Pupils with Medical Conditions Policy.

## 3. Definitions

- Children who are unable to attend academy because of their medical needs may include those with:
  - Physical health issues.
  - Physical injuries.
  - Mental health problems, including anxiety issues.
  - Emotional difficulties or academy refusal.
  - Progressive conditions.
  - Terminal illnesses.
  - Chronic illnesses.

## 4. Local Authority (LA) Duties

- The LA must arrange suitable full-time education for children of compulsory academy age who, because of illness, would not receive suitable education without such provision. The Trust has a duty to support the LA in doing so.
- The LA should:
  - Provide such education as soon as it is clear that a pupil will be away from academy for 15 days or more, whether consecutive or cumulative. They should liaise with the appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the pupil.
  - Ensure the education pupils receive is of good quality, allows them to take appropriate qualifications, prevents them from falling behind their peers in academy, and allows them to reintegrate successfully back into academy as soon as possible.
  - Address the needs of individual pupils in arranging provision.
  - Have a named officer responsible for the education of children with additional health needs and ensure parents/carers know who this is.
  - Have a written, publicly accessible policy statement on their arrangements to comply with their legal duty towards children with additional health needs.
  - Review the provision offered regularly to ensure that it continues to be appropriate for the child and that it is providing suitable education.
  - Give clear policies on the provision of education for children and young people under and over compulsory academy age.
- The LA should not:
  - Have processes or policies in place which prevent a child from getting the right type of provision and a good education.
  - Withhold or reduce the provision, or type of provision, for a child because of how much it will cost.
  - Have policies based upon the percentage of time a child can attend the academy rather than whether the child is receiving a suitable education during that attendance.
  - Have lists of health conditions which dictate whether or not they will arrange education for children or inflexible policies which result in children going without suitable full-time education (or as much education as their health condition allows them to participate in).

## 5. Roles and Responsibilities

- The Trust Education, Safeguarding and Wellbeing Committee is responsible for:
  - Ensuring the Trust complies with statutory guidance.
  - Be satisfied that the Trust is effectively supporting the pupils.
  - Approving and reviewing this policy on an annual basis.
- The Local Governance Advisor\* (LGA) provides support and challenge around:

- the arrangements for pupils who cannot attend academy because of their medical needs are in place and are effectively implemented.
- termly reviews of the arrangements made for pupils who cannot attend academy due to their medical needs being in place.
- roles and responsibilities of those involved in the arrangements to support the needs of pupils are clear and understood by all.
- systems are in place for dealing with health emergencies and critical incidents, for both on- and off-site activities.
- Training for staff with responsibility for supporting pupils with health needs is in place.
- The Headteacher is responsible for:
  - Overseeing the delivery of this policy to ensure that appropriate education delivered, which meets statutory requirements. Ensuring the arrangements put in place to meet pupils' health needs are fully understood by all those involved and acted upon.
  - Appointing a named member of staff who is responsible for pupils with healthcare needs and liaises with parents/carers, pupils, the LA, key workers, and others involved in the pupil's care.
  - Providing training for teachers who plan and deliver support for pupils with health needs.
  - Ensuring appropriate information sharing relating to a pupil's health condition
  - Notifying the LA when a pupil is likely to be away from the academy for a significant period due to their health needs.
- Each Academy will have a named member of staff who is responsible for:
  - Planning appropriate education provision for pupils who are unable to attend academy because of medical needs.
  - Working collaboratively with parents/carers and other professionals to develop arrangements to meet the best interests of children.
  - Ensuring the support put in place focusses on and meets the needs of individual pupils.
  - Arranging appropriate training for staff with responsibility for supporting pupils with health needs.
  - Reporting on the effectiveness of the arrangements in place to meet the health needs of pupils.
  - Actively monitoring pupil progress and reintegration into academy.
  - Supplying pupils' education providers with information about the child's capabilities, progress, and outcomes.
  - Liaising with the Headteacher, education providers and parents/carers to determine pupils' programmes of study whilst they are absent from academy.
  - Keeping pupils informed about academy events and encouraging communication with their peers.
  - Providing a link between pupils and their parents/carers, and the LA.
- Teachers and support staff are responsible for:
  - Attending the required training to be able to meet the needs of pupils who cannot attend school
  - Supporting the education and pastoral needs of pupils who cannot attend school

- Designing lessons and activities in a way that allows those with health needs to participate fully and ensuring pupils are not excluded from activities that they wish to take part in without a clear evidence-based reason.
  - Maintaining confidentiality in respect of pupils' health needs.
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  - Ensuring they are aware of the needs of their pupils through the appropriate and lawful sharing of the individual pupil'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.
  - Keeping parents/carers informed of how their child's health needs are affecting them whilst in the academy.
- Parents/Carers are expected to:
    - Ensure the regular and punctual attendance of their child at the academy where possible.
    - Work in partnership with the academy to ensure the best possible outcomes for their child.
    - Notify the Academy of the reason for any of their child's absences without delay.
    - Provide the academy with sufficient and up-to-date information about their child's medical needs.
    - Attend meetings to discuss how support for their child should be planned.

## 6. Support for Pupils

- Where a pupil has a complex or long-term health issue, the Academy will discuss the pupil's needs and how these may be best met with the LA, relevant medical professionals, parents/carers and, where appropriate, the pupil.
- The LA expects the academy to support pupils with health needs to attend full-time education wherever possible, or for the Academy to make reasonable adjustments to pupils' programmes of study where medical evidence supports the need for those adjustments.
- The Academy will make reasonable adjustments under pupils' individual healthcare plans (IHCPs), in accordance with the Supporting Pupils with Medical Conditions Policy.
- Pupils admitted to hospital will receive education as determined appropriate by the medical professionals and hospital tuition team at the hospital concerned.

## 7. Reintegration

- When a pupil is considered well enough to return, the Academy will develop a tailored reintegration plan in collaboration with the LA.
- The Academy will work with the LA when reintegration into academy is anticipated to plan for consistent provision during and after the period of education outside academy.
- The Academy will consider whether any reasonable adjustments need to be made to provide suitable access to the Academy and the curriculum for the pupil.

## 8. Information Sharing

- To protect confidentiality, all information-sharing techniques, e.g., staff noticeboards, will be agreed with the pupil and their parent in advance of being used.
- All teachers, TAs, supply and support staff will be provided with access to relevant information, including high-risk health needs, first aiders and emergency procedures, via the agreed Academy procedures.
- Parents/Carers will be made aware of their own rights and responsibilities regarding confidentiality and information sharing.

## 9. Examinations & Assessments

- The named member of staff will liaise over planning and examination course requirements where appropriate.
- Awarding bodies may make special arrangements for pupils with permanent or long-term disabilities and learning difficulties, or temporary disabilities and illnesses.