



Upwood Primary
Academy

Policy:	Upwood Primary Academy Children who cannot attend school due to health reasons
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Approving Board:	TDET Executive Group
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1. Aims

Upwood Primary Academy aims to ensure that:

- Suitable education is arranged for pupils on roll who cannot attend school due to medical needs.
- Pupils, staff and parents understand what the school is responsible for when this education is being provided by the Local Authority.

We recognise that, whenever possible, pupils should receive their education within their school and the aim of the provision will be to reintegrate pupils back into school as soon as they are well enough.

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

2. Legislation and Guidance

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 school because of health needs'
- DfE (2015) 'Supporting students at school with medical conditions'. This

policy operates in conjunction with the following UPA policies:

- Attendance Policy
- Child Protection and Safeguarding Policy
- Data Protection Policy
- Special Educational Needs and Disabilities (SEND) Policy
- Supporting Pupils with Medical Conditions Policy

3. Definitions

Children who are unable to attend school as a result of their medical needs may include those with:

- Physical health issues
- Physical injuries
- Mental health problems, including long term anxiety
- Progressive conditions
- Terminal illness

- Chronic illness

Children who are unable to attend mainstream education for health reasons may attend any of the following:

- Home tuition: services that act as a communication channel between schools and pupils on occasions where pupils are too ill to attend school and are receiving specialist medical treatment.
- Hospital school: within a hospital setting, where education is provided to give continuity whilst the pupil is receiving treatment.
- Medical PRU's: Local Authority establishments that provide children with an education while they are unable to attend their registered school due to their medical needs.

4. Roles and Responsibilities

The Local Authority must arrange suitable full-time education for children of compulsory school age who, because of illness, would not receive suitable education without such provision. Upwood Primary Academy has a duty to support the Local Authority in doing so.

The Local Authority:

Local authorities are commissioners of school nurses for maintained schools and academies. Under Section 10 of the Children Act 2004, they have a duty to promote co-operation between relevant partners – such as governing bodies of maintained schools, proprietors of academies, clinical commissioning groups and NHS England – with a view to improving the wellbeing of children with regard to their physical and mental health, and their education, training and recreation. Local authorities should provide support, advice and guidance, including suitable training for school staff, to ensure that the support specified within individual healthcare plans can be delivered effectively. Local authorities should work with schools to support pupils with medical conditions to attend full-time. Where pupils would not receive a suitable education in a mainstream school because of their health needs, the local authority has a duty to make other arrangements. Statutory guidance for local authorities sets out that they should be ready to make arrangements under this duty when it is clear that a child will be away from school for 15 days or more because of health needs (whether consecutive or cumulative across the school year).

This could include arranging:

- Home teaching
- A hospital school or teaching service
- A combination of home and hospital teaching

The Local Authority must make sure the pupil continues to get full-time education, unless part time is better for their health needs.

The law does not define full time education, but children with health needs should have provision which is equivalent to the education they would receive in school.

Cambridgeshire County Council's medical needs provision takes the form of one-to-one support within the home environment. Therefore, as a consequence, the hours of face to face provision could be fewer than a 'normal' school day as the provision is more concentrated.

This would be agreed between the parent, school and Local Authority and be reviewed on a six-weekly basis.

The Local Authority should also:

- Have a senior officer in charge of the arrangements and a written policy explaining how they'll meet their responsibilities.
- Make sure the pupil is not without access to education for more than 15 school days.
- Arrange education from the start of a pupils absence if it is clear they are going to be away from school for long and/or recurring periods.

Upwood Primary Academy:

- Must let the Local Authority know if a pupil is likely to be away from school for more than 15 school days.
- Give the Local Authority information about the pupil's needs, capabilities and the programme of work.
- Host and chair regular review meetings when a pupil is accepted onto medical tuition (approximately every 6 weeks).
- Produce action plans and distribute notes of these meetings and ensure that the tuition support provided is of suitable quality.
- Provide a named person with whom each party can liaise.
- Provide a suitable working area within school for the pupil/ education provider where necessary.
- Ensure weekly safeguarding checks are undertaken by a member of UPA staff, including having sight of the pupil.
- Help the pupil reintegrate at school when they return.
- Make sure the pupil is kept informed about school events.
- Encourage the pupil to stay in contact with other students, for example through visits or videos.
- Actively monitor pupil progress and reintegration into school.
- Provide teachers who support pupils with health needs with suitable information relating to a pupil's health condition and the possible effect the condition and/ or medication taken has on the pupil.

- Approve and review this policy on an annual basis. The

Tuition Provider:

- Must liaise with the named person in school
- Liaise, here appropriate, with outside agencies
- Provide a flexible teaching programme
- Provide regular reports on the pupil's progress and achievements
- Attend review meetings
- Help set up an appropriate reintegration programme as soon as the pupil is ready

Health and other support services:

- Should offer medical treatment, advice and support where appropriate
- Attend or provide advice to review meetings
- Work collaboratively with the school, parent and Local Authority to reintegrate the pupil back into school as soon as it is possible

Parent/ carers:

- Should provide current medical guidance when requested
- Provide early communication if a problem arises or help is needed
- Attend necessary meetings
- Reinforce with their child, the value of a return to school when they are well enough
- Take responsibility for safeguarding their child when they are not receiving education

Pupil:

- Must be ready to work with the provider
- Be prepared to communicate their views
- Engage with other agencies as appropriate
- Prepare for reintegration as soon as they are able

5. Managing Absences

Parents are advised to contact the school on the first day their child is unable to attend due to illness.

Absences due to illness will be authorised unless the school has genuine cause for concern about the authenticity of the illness.

Upwood Primary Academy will provide support to pupils who are absent from school because of illness for a period of less than 15 days, by liaising with the pupil's parents, to arrange school work as soon as the pupil is able to manage this or part time

education at school. Upwood Primary Academy will give due consideration to which aspects of the curriculum are prioritised in consultation with the pupil, their family and relevant members of staff.

For periods of absence that are expected to last for 15 or more school days, either in one absence or over the course of a school year, the Local Authority will be informed, who will take responsibility for the pupil and their education as detailed above.

Where absences are anticipated or known in advance, the school will liaise with the Local Authority to enable education provision to be provided from the start of the pupil's absence.

For hospital admissions, UPA will liaise with the Local Authority regarding the programme that should be followed while the pupils is in hospital.

The Local Authority will set up a Personal Education Plan (PEP) for the pupil which will allow the school, Local Authority and the provider of the pupil's education to work together.

Upwood Primary Academy will only remove a pupil who is unable to attend school because of additional health needs from the school roll where:

- The pupil has been certified by a medical officer as unlikely to be in a fit state of health to attend school, before ceasing to be of compulsory school age.
- A pupil unable to attend school because of their health needs will not be removed from the school register without parental consent and certification from the medical officer, even if the Local Authority has become responsible for the pupil's education.

6. Support for pupils:

Where a pupil has a complex or long-term health issue, the school will discuss the pupil's needs and how these may be best met with the Local Authority, relevant medical professionals, parents and, where appropriate, the pupil.

The Local Authority expects the school to support pupil's health needs to attend full time education wherever possible, or for the school to make reasonable adjustments to a pupil's programme of study, where medical evidence supports the need for those adjustments.

Pupils admitted to hospital will receive education as determined appropriate by the medical professionals and hospital tuition team at the hospital concerned.

During a period of absence, the school will work with the provider of the pupil's education to establish and maintain regular communication and effective outcomes.

Whilst a pupil is away from school, the school will ensure that the pupil can successfully remain in touch with their school using the following methods:

- School newsletters
- Emails
- Invitations to school events
- Cards or letters from peers

Where appropriate the school will provide the pupil's education provider with relevant information, curriculum materials and resources.

To ensure a pupil with additional health needs is able to attend school following an extended period of absence, the following adaptations will be considered:

- A personalised or part time timetable, drafted in consultation with the pupil and parents and notify the Local Authority
- Access to additional support in school
- Places to rest in school
- Exam arrangements to manage anxiety or fatigue

7. Reintegration

When a pupil is considered well enough to return to school, Upwood Primary Academy will develop a tailored reintegration plan in collaboration with the Local Authority and parents.

Upwood Primary Academy will consider whether any reasonable adjustments need to be made to provide suitable access to the school and the curriculum for the pupil.

For longer absences, the reintegration plan will be developed near to the pupil's likely date of return, to avoid putting unnecessary pressure on and unwell pupil and their parents in the early stages of their absence.

Upwood Primary Academy is aware that some pupils will need gradual reintegration over a long period of time and will always consult with the pupil, their parents and key staff about concerns, medical needs, timing and the preferred pace of return.

Upwood Primary Academy will ensure a welcoming environment is developed and encourage pupils and staff to be positive and proactive during the reintegration period.

8. Policy monitoring and review

This policy will be reviewed annually by the SENDCo. At every review, it will be approved by the Local Advisory Committee/ Executive Board.

9. Medical Referrals- additional information

Medical Needs referrals will ordinarily be made by the school at which the pupil is on roll. All referrals should be sent to Cambridgeshire County Council's Medical Needs service via email. Information around the Local Authority's Medical Needs can be found [here](#).

<https://www.cambslearntogether.co.uk/cambridgeshire-services-to-schools/cambridgeshire-attendance-support-team/medical-needs>

Referrals will be considered with the following documents:

- An appropriately completed medical needs referral form.
- Advice from a medical practitioner e.g. GP, CAMHS

Following the acceptance of a referral, the Medical Needs team will request that interim medical needs provision is implemented without delay. A planning meeting will determine the structure of the provision for an initial period of 6 school weeks.

There is an expectation that the pupil's home school will plan the work delivered in these sessions in collaboration with a tutor, in order to ensure consistency of learning.

Planning meetings will ordinarily take place within the school which submitted the referral or the pupil's home. Invitees should include: the pupil, parent/carer, home school, Local Authority representative. An invite should also be sent to the health professional that provided the medical advice.

Before it is agreed that teaching can take place in the home, it will be necessary to carry out appropriate risk assessments. Where a pupil is taught at home it is necessary for there to be a responsible adult in the house.

If after this initial period the pupil is unable to return to school, further medical advice will be required in order for the provision to continue.