



# EMMAUS CATHOLIC MAC

## Supporting Children With Health Needs Who Cannot Attend School Policy

<b>Version</b>	1.0
<b>Date created/updated</b>	7 <sup>th</sup> September 2023
<b>Ratified by</b>	Full Board
<b>Date ratified</b>	17 <sup>th</sup> September 2023
<b>Date issued</b>	September 2023
<b>Policy review date</b>	September 2025
<b>Post holder responsible</b>	Catholic Senior Executive Leader (CSEL)



**Commitment to Equality:**

We are committed to providing a positive working environment which is free from prejudice and unlawful discrimination and any form of harassment, bullying or victimisation. We have developed a number of key policies to ensure that the principles of Catholic Social Teaching in relation to human dignity and dignity in work become embedded into every aspect of school life and these policies are reviewed regularly in this regard.

**This Supporting Children With Health Needs Who Cannot Attend School Policy has been approved and adopted by Emmaus Catholic Multi Academy Company on 17<sup>th</sup> September 2023 and will be reviewed in September 2025.**

**Signed by Director of Emmaus Catholic MAC:** *J Griffin*

**Signed by CSEL for Central Team:** *S Horan*

**Schools to which this policy relates:**

**Signed by Principal for – Hagley Catholic High School**

**Signed by Principal for – Our Lady of Fatima Catholic Primary School:**

**Signed by Principal for – Our Lady & St Hubert’s Catholic Primary School:**

**Signed by Principal for – St Ambrose Catholic Primary School:**

**Signed by Principal for – St Francis Xavier Catholic Primary School:**

**Signed by Principal for – St Gregory’s Catholic Primary School:**

**Signed by Principal for – St Joseph’s Catholic Primary School**

**Signed by Principal for – St Mary’s Catholic Primary School:**

**Signed by Principal for – St Philip’s Catholic Primary School:**

**Signed by Principal for – St Wulstan’s Catholic Primary School:**



## Contents

1	Aims	4
2	Legislation and guidance	4
3	Responsibilities of the school	4
4	Monitoring arrangements	5
5	Links to other policies	6

## DEFINITIONS

The Company's standard set of definitions is contained at [Definition of Terms](#) – please refer to this for the latest definitions.

## 1. Aims

- 1.1 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

- 2.1 This policy reflects the requirements of the [Education Act 1996](#).
- 2.2 It is also based on guidance provided by the local authority. As schools within Emmaus Catholic MAC are located within four different local authorities, each school will refer to the guidance provided by their local authority.
- 2.3 This policy complies with our funding agreement and articles of association.

## 3. Responsibilities of the school

- 3.1 Each school should create their own school policy using this Emmaus policy as a template and referring to their local authority guidance.
- 3.2 If a child is unable to attend school due to a medical condition (including significant mental health difficulties), initially, the school will attempt to make arrangements to deliver suitable education for children with health needs who cannot attend school. Worcestershire County Council expects that schools must make plans in advance to ensure that children with medical conditions are able to take part in all aspects of school life. This planning is likely to include consideration of staffing, support, physical adaptations and the curriculum and activities offered and will require the child's Individual Healthcare Plan to be updated accordingly.
- The decision that a child is unable to attend school because of medical difficulties or is only able to attend part time must be supported by Worcestershire Children First based on evidence from a health professional. This evidence will need to include:
    - The nature of the child's illness that leads to the child being unable to attend school, including prognosis where possible.
    - Advice as to whether the child can engage in learning and for what proportion of the week.
    - The timescale that medical advice is relevant for or the timescale for which education, other than in school (for example home tuition or with the Medical Education Team) will be considered necessary.

- When a review of arrangements made for the child will take place
- The member of staff responsible for making and monitoring these arrangements is Mrs Warnett, Head of School and SENCo.
- Arrangements that could be made include but are not limited to:
  - sending work home electronically (or hard copy if needed) for the pupil to complete
  - staff liaison with parents and pupils via telephone and email
  - school liaison with hospital schools or the Worcestershire County Council Medical Education Team
- Parents will be consulted about these arrangements as soon as it is made known to the school that pupils will be unable to attend due to medical reasons.
- Regular reviews of provision will take place (intervals to be agreed between school and parents) and at each review, discussions will take place regarding when and how pupils will be reintegrated back in to school.

### 3.3 If the local authority makes arrangements

If the school is unable to make suitable arrangements, the appropriate local authority, Worcestershire County Council will become responsible for arranging suitable education for these pupils. When children and young people are unable to continue at school because of illness, the Education Act 1996 requires Local Authorities to provide them with 'suitable education' for example through home tuition or in a hospital school. Suitable education refers to efficient education suitable to the child or young person's age, ability and aptitude and to any special educational needs he or she may have.

- In most cases schools are able to make suitable arrangements for children to secure regular full-time attendance in school. However, if the child is absent or likely to be absent for 15 days or more during an academic year, (consecutive or cumulative), then the school must inform Worcestershire Children First. An officer will then work with the school to identify any additional adjustments that may be required to safeguard the child's education.
- In the majority of cases, children who are unable to attend school are referred to the Medical Education Team (MET). The MET consists of qualified teachers and teaching assistants who are skilled in teaching children / young people of statutory school age with a wide range of physical and emotional health and wellbeing needs.
- Where it is not appropriate or possible for the needs of children with medical difficulties to be met by the Medical Education Team and the school has not made alternative arrangements, Worcestershire Children First will work with schools and families to agree provision. This may involve securing provision at a Pupil Referral Unit, at an Alternative

Provision Free School or home tuition and/or access to a Virtual Learning Platform.

- Children should not be sent home regularly because of their medical needs unless this is documented in the Individual Health Care Plan. If it is necessary to send the child home because of health needs, consideration must be made to making suitable alternative arrangements and Worcestershire Children First must be informed. Medical evidence should be sought where attendance is regularly affected. Part time timetables must be underpinned by medical evidence of the need for this approach.
- A part-time timetable must not be treated as a long-term solution and must be agreed with parent/carers. If the plan results in the child being absent for 10 days or more either consecutively or cumulatively the school must make suitable alternative arrangements and notify Worcestershire Children First using the 10-day absence form found on the Children Services Portal.
- The IHP should clearly set out the point at which the pupil is expected to attend full-time or be provided with alternative provision. The arrangements described in the IHP should be reviewed regularly when a child is on a part time timetable or is accessing alternative provision.

In cases where the local authority makes arrangements, the school and MAC 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**

4.1 This policy will be reviewed by the Catholic Senior Executive Leader and, at every review, it will be approved by the Board of Directors.

**5. Links to other policies**

5.1 This policy links to the following policies:

- Accessibility Plan
- Supporting Pupils with Medical Conditions
- School Attendance Policy
- Safeguarding Policy
- SEND Policy
- SEND Information Report

