



## CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL

### DEFINITIONS

The following terms shall have the following meanings for the purposes of this document:

<b>the Academy</b>	means Clifton All Saints Academy
<b>the Local Authority</b>	means Central Bedfordshire Council
<b>EHCP</b>	means Education Health Care Plan
<b>MNET</b>	means the Medical Needs Education Team of the Local Authority
<b>PEP</b>	means Personal Education Plan
<b>SEND</b>	means Special Educational Needs and Disabilities

#### 1. Aims

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/carers understand what the school is responsible for when this education is being provided by the local authority

#### 2. Legislation and guidance

This policy reflects the requirements of the [Education Act 1996](#).

It is also based on guidance provided by our local authority:

<https://localoffer.centralbedfordshire.gov.uk/kb5/centralbedfordshire/directory/service.page?id=FQPUnT1ONo&localofferchannel=1>

This policy complies with our funding agreement and articles of association.

#### 3. Responsibilities of the school

##### 3.1 If the school makes the arrangements

Initially, the school will attempt to deliver suitable education for children with health needs who cannot attend school for the first 15 days of absence.

- The Headteacher will liaise with the child's parents, class teacher and where possible relevant health professionals
- The school will create a timetable of lessons from Oak National Academy or if preferred a physical pack of work can be sent home

- The headteacher and class teacher will liaise with parents and the child (where appropriate) through Google Classroom or Class Dojo to give feedback on work and the proposed timetable.
- Before the child is due to return to school a re-integration meeting will take place. The headteacher, parents, the child (where appropriate) and the class teacher will meet to discuss how best to re-integrate back to school. At this meeting, all relevant medical information and advice will be considered on how best to support the child. If the child also has an EHCP/a 1-1 support they will also be invited to attend. If it is not appropriate for the child to attend the meeting then their parents or 1-1 may represent their wishes.

### 3.2 If the local authority makes the arrangements

After 15 days absence from school, Central Bedfordshire Council, will become responsible for arranging suitable education for these pupils.

The school will:

- Refer the child to the Central Bedfordshire Medical Needs Education Team (MNET) as soon as it is clear absence is related to a medical reason or they are having a planned operation.
- Provide information regarding National Curriculum Test papers and internal assessments (if appropriate) with the initial referral.
- Designate a member of staff to act as the regular link between school, family, Medical Needs Education Team, and other relevant professionals who make academic and pastoral decisions regarding the pupil's education.
- Agree an appropriate Personal Education Plan (PEP) for all pupils, with MNET support, and attend meetings to review this approximately every 6 weeks.
- Ensure subject feedback provided at these reviews is sent to the relevant staff in school.
- Continue supportive contact and interest in all pupils who are away from school due to illness, for long periods – this is important, so students feel included in their school.

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

### 4. Monitoring arrangements

This policy will be reviewed annually by the headteacher. At every review, it will be approved by the full governing board.

### 5. Links to other policies

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions

- SEND Policy

## **POLICY REVIEW**

The Trustee Board of the Academy is responsible for ensuring review of this policy and for reporting back to the Local Authority if required.

Signed Headteacher:  
(Becky Byrne)



Signed Chair of Governors:  
(Milton Guffogg)



Date Policy agreed: FAR Committee Meeting 6<sup>th</sup> February 2024

Date of Next Review: Spring 2025