



Caludon Castle

Children with health needs who
cannot attend school policy
Local Level Policy

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Date	Notes



Part of the Castle Phoenix Trust
Leading Learning and Excelling Together

Children with health needs who cannot attend school policy

Contents

1. Aims	2
2. Legislation and guidance	2
3. The responsibilities of the school	3
4. Monitoring arrangements	4
5. Links to other policies	4

1. Aims

Caludon Castle School 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 as 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. We understand that we have a continuing role in a student's education whilst they are not attending the school and will work with agencies and families to ensure that all children with medical needs receive the right level of support to enable them to maintain links with their education.

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

Types of health/medical issues resulting in a child being unable to attend school for a prolonged period of time might include:

Physical health issues

Physical injuries

Mental health problems including anxiety issues

Emotional difficulties

Progressive conditions

Terminal illnesses

Chronic illnesses

2. Legislation and guidance

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

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

- Equality Act 2010
- Data Protection Act 2018
- DfE (2015) 'Supporting pupils at school with medical conditions'

It also based on statutory guidance that is followed by our local authority: [Ensuring a good education for children who cannot attend school because of health needs](#)

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

3. The responsibilities of the school

3.1 If the school makes arrangements

Initially, the school will attempt to make arrangements to deliver suitable education for children with health needs who cannot attend school.

3.1.1 Summary of school responsibilities

- The Headteacher and SENCO will be responsible for making and monitoring these arrangements, supported by the Attendance Officer, other members of the Senior Leadership Team and The Strategic Pastoral Leads (SPL).
- Arrangements will be made depending on individual circumstances and could include (e.g., sending work home, completion of the Attend Tool and/or Dimensions Tool, accessing online learning, accessing hospital schools). Arrangements will be reviewed regularly and amended accordingly to ensure a graduated response and where, appropriate to support with reintegration into school or transition to an alternative setting.
- Parents/carers and children will be consulted about these arrangements by being invited into school to meet the relevant SPL; where this is not possible alternative arrangements for consulting parents/carers and children will be made (e.g., home visit, telephone call)
- SPLs and their teams, the Attendance Officer and SENCO (where appropriate) will work closely with parents/carers and children to reintegrate pupils back into school in a timely and safe manner, with regular review meetings between all parties and any relevant external professionals. Review meetings will continue regularly following the pupil's return to school.

3.1.2 The Governors and Headteacher are responsible for:

- Ensuring arrangements for pupils who cannot attend school as a result of their medical needs are in place and effectively implemented.
- Ensuring the termly review of the arrangements made for pupils 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 pupils 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 pupils with health needs are appropriately trained.
- Appointing a named member of staff who is responsible for pupils with healthcare needs and liaises with parents, pupils, the LA, key workers and others involved in the pupil's care.
- Providing teachers who support pupils with health needs with suitable information relating to a pupil's health condition and the possible effect of the condition and/or medication taken has on the pupil.
- Notifying the LA when a pupil is likely to be away from the school for a significant period of time due to their health needs.

3.1.3 The SENCO is responsible for:

- Dealing with pupils who are unable to attend school because of medical needs.
- Actively monitoring pupil progress and reintegration into school.
- Supplying pupils' education providers with information about the child's capabilities, progress and outcomes.
- Liaising with the Headteacher, education providers and parents to determine pupils' programmes of study whilst they are absent from school.

- Liaising with the First Aid Room Supervisor to create Individual Healthcare Plans (IHP) upon a student's reintegration (where appropriate and needed).

3.1.4 Teachers and Support Staff are responsible for:

- Understanding confidentiality in respect of pupils' health needs.
- Designing lessons and activities that allows for those with health needs to participate fully and ensuring that pupils are not excluded from activities that they wish to take part in without a clear evidence-based reason.
- Understand their role in supporting pupils with health needs and ensuring they attend the required training.
- 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 informed of how their child's health needs are affecting them whilst in the school.

3.2 If the local authority makes arrangements

As per the [DfE guidance](#), if the school can't make suitable arrangements, Coventry Local Authority will become responsible for arranging suitable education for these children, following a referral or communication from Caludon Castle. The LA will:

- Determine suitability of arrangement, according to the child's age, aptitude, ability and any special educational needs that they may have.
- Such education would be arranged by Coventry LA as soon as it is clear that the child will be away from school for 15 days or more, whether consecutive or cumulative.
- In cases where the local authority makes arrangements, Caludon Castle 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, 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 Senior Assistant Headteacher for Inclusion. 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
- Inclusion Policy and SEN Information Report