



Children with health needs who cannot attend school policy

School: Jigsaw Pupil Referral Unit

Date Approved by Management Committee:

Feb 23

Chair: Dan Hains

Headteacher: Erika Rothlisberger

Review Date:

Feb 24

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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 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

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

3. Responsibilities of the school

The school will remain responsible for providing the following information:

- Progress and assessment data including baseline assessments, current and target grades
- an appropriate medium-term plan for teaching and learning within core subjects
- The loan of appropriate resource materials including text books
- Details of exam specifications and entries
- Details of access arrangements

The school also remains responsible for:

- Providing a consistent point of contact for any referred pupils
- Exam entries, access arrangements, exam invigilation and any required payments for public examinations
- Disapplication of National Curriculum in order for the young person to maintain progress in core subjects if appropriate
- Monitoring pupil attendance and marking registers so that it is clear that the pupil is receiving education off site
- Arranging review meetings
- Procedures for ensuring that pupils are re-integrated smoothly into school when their health permits

N.B. In the event that a pupil is dual registered, it may be main school's responsibility for all or some of the above.

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.

- Class Teachers will be responsible for making and monitoring these arrangements
- Work will be set and sent home for completion
- Meeting should be held with parents and pupils about these arrangements
- Class Teachers and the Headteacher will liaise with parents with regards to reintegration arrangements

3.2 If the local authority makes arrangements

If the school can't make suitable arrangements, Sefton LA will become responsible for arranging suitable education for these pupils.

Sefton LA provide a Complementary Education Service which is centrally funded. One of its main roles is to support the continuing education of pupils who cannot attend school for medical reasons with minimal disruption to the education that was planned for them prior to their illness. All referred pupils are raised at the Monitoring and Placement Group which meets fortnightly. The group is represented by the Attendance and Welfare Service, School Health, SEN and Inclusion, Career Connect and the Complementary Education Service.

In cases where the local authority makes arrangements, the 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. At every review, it will be approved by the full management committee.

5. Links to other policies

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions