



*Kindness - Determination – Resilience – Teamwork – Communication – Respect*

***'Together we learn – United we achieve'***

**CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL POLICY**

**Our vision**

*At Townville Infants' and Nursery School we aspire to offer the best possible early education for our children in a happy, safe, inclusive environment. We build firm foundations through a welcoming, holistic community approach placing the individual needs of the child at the heart. With high expectations and aspirations for every child we seek to ensure all children develop the skills and attributes they need to thrive and succeed both now and in the future.*

<b>Approved by:</b>	<i>Full Governing Body</i>	<b>Date:</b> <i>January 2023</i>
<b>Last reviewed on:</b>	<i>January 2023</i>	
<b>Next review due by:</b>	<i>January 2024</i>	

**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*

**Legislation and guidance**

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

*It also based on guidance provided by our local authority. This policy complies with our funding agreement and articles of association.*

**The responsibilities of the school**

*Schools in Wakefield, as in the rest of the country, (including maintained schools, maintained nursery schools, academies, alternative provision academies) are required by law to make arrangements for supporting pupils at their school with medical conditions.*

*Under the Children and Families Act 2014 Section 100 schools and education settings have a statutory duty to make arrangements to support pupils with medical conditions.*

*Statutory guidance was published for the governing bodies of all schools, whether they are maintained by the local authority, academies or free schools. The statutory guidance applies to all education settings for children and young people up to the age of sixteen and is good practice guidance for post-16 settings.*

*The statutory guidance 'Supporting pupils with medical conditions' can be found at:*

*<https://www.gov.uk/government/publications/supporting-pupils-at-school-with-medical-conditions--3>*

**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 e.g. providing work to be completed at home via Marvellous Me or live learning via a video link. In the first instance, office staff will contact parents in line with our attendance policy and follow the first day*

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*calling procedure. The school SENDCo, Mrs Joanne Cooper will have responsibility for making and monitoring these arrangements and ensuring that work is provided for pupils. Class teachers will ensure they provide suitable work and feedback in a timely manner.*

*On a pupils return to school, we will aim to work collaboratively, as a supportive team around the child, to ensure that their needs are met fully and that they are able to effectively resume their education on site. The level and kind of support offered will be dependent on the needs of the child however, the staff at Townville Infants' School will endeavour to make all reasonable adjustments to meet the need of the individual pupil and to ensure they are fully reintegrated back in to school.*

### **If the local authority makes arrangements**

*If the school can't make suitable arrangements, Wakefield Council will become responsible for arranging suitable education for these children.*

*The law does not define full-time education but children with medical needs should have provision which is equivalent to the education they would receive in school. Wakefield Council may provide one-to-one tuition, in which case the hours of face-to-face provision could be fewer as the provision is more concentrated.*

*Where full-time education would not be in the best interests of a child because of reasons relating to their physical or mental health, Wakefield Council will endeavour to provide part-time education on a basis which is considered to be in the child's best interests. This decision will be made with reference to advice from relevant educational and medical professionals.*

### **Named Person**

*It is a statutory requirement that local authorities have a named person responsible for the education of children with additional health needs.*

*Wakefield Council works with Pinderfields Hospital Pupil Referral Unit (PHPRU) to provide education provision for pupils who require this in relation to their medical needs.*

*In Wakefield the named person is Sue Sharp Service Manager, WISENDSS in partnership with PHPRU.*

*Referrals can be made directly to the Head teacher of The PHPRU who will liaise with the Local Authority nominated officer to agree if the referral is appropriate.*

*Contact details:*

*Helen Mumby, Pinderfields Hospital Pupil Referral Unit, Imperial Avenue, Wrenthorpe, Wakefield WF2 0LW  
[Tel:01924298351](tel:01924298351)*

*Email [hm@pinderfieldshospitalpru.co.uk](mailto:hm@pinderfieldshospitalpru.co.uk)*

*Website [www.pinderfieldspru.co.uk](http://www.pinderfieldspru.co.uk)*

### **Referrals and criteria**

*Referrals can be made where appropriate for pupils of compulsory school age (5-16) who are unable to attend school due to medical needs or injury. Education should be provided as soon as it is clear that the pupil will be away from school for 15 school days or more, whether consecutive or cumulative.*

*Statutory guidance indicates that medical evidence must be provided by a medical or CAMHS consultant. Where supporting medical evidence is not quickly available due to extensive service assessment waiting times, consideration will be given to other medical professional evidence, such as the child's GP. GP only referrals will initially be considered as an interim referral in order to avoid delays, but will further require specialist evidence in order for provision/support to continue.*

*Evidence must clearly state that the pupil is too unwell to attend school and set out the reasons why and where possible the expected time period of the condition and absence from school. The medical evidence should also indicate the number of hours per week the pupil could reasonably be expected to undertake given the current medical need.*

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*If a pupil is under the care of (Child and Adolescent Mental Health Service) CAMHS, there is an expectation that CAMHS practitioners will form part of the multi-agency plan and support education professionals with advice and guidance and offer relevant timescales for regular medical tuition reviews which they attend and support.*

*Referrals are generally made by the relevant medical or CAMHS consultant however as indicated there may be instances where referrals come through another route such as GP or through school. In the case of a school, the school must seek and provide medical evidence which confirms why the pupil is unable to attend school and states how long this is likely to be the case.*

*The purpose of placement at PHPRU is to provide short term education either through attendance on site or through tuition and to support the pupil to reintegrate to school as quickly as possible but retaining a degree of flexibility.*

*Suitable full-time education is the aim (or part time when appropriate according to the pupil's needs). Although full-time is not defined in law, children with health needs should have provision which is equivalent to the education they would normally receive in school. However, if the child is receiving individual tuition, the hours are likely to be fewer as the provision is more concentrated. The number, frequency and length of sessions will be determined at the planning meeting and reviewed thereafter at half termly reviews.*

*PHPRU will discuss with the medical professionals and parents/carers the number of hours of education or tuition the pupil can reasonably manage, and how and where this would be best supported.*

*Once the Referral Form and evidence has been considered and a decision about the referral has been made, the PHPRU Headteacher would notify the referrer.*

*PHPRU will liaise with the parents and pupil and the medical professional providing the supporting evidence, host school and social care if involved and a half termly review meeting will be held for parents and all professionals involved.*

*If the referral is not agreed PHPRU will contact the referrer to confirm why the referral does not meet the criteria. Further evidence may be submitted in order that the referral can be reconsidered.*

### **Roles and responsibilities**

#### **PHPRU role is to:**

- *To complete an initial home visit and risk assessment.*
- *Arrange medical tuition suitable to the child's needs as quickly as possible (home tuition, on site or alternative venue).*
- *The assistant head will liaise directly with the host school regarding academic data, risk assessments, IEPs etc.*
- *Be sensitive to the needs of the child and the family and provide flexibility where possible.*
- *Provide a flexible teaching programme.*
- *Provide regular reports on the pupil's progress, achievements, and attendance.*
- *Provide an opportunity for the pupil to comment on their report.*
- *Ensure appropriate course work and any other relevant material is sent to the host school when they return.*
- *Work with the host school and the Education Welfare service where appropriate to ensure good attendance whilst with the provider.*

*The PHPRU and school will devise a reintegration programme following discussion with the child or young person, parent/carer, relevant health professional(s) and other involved agencies as appropriate.*

#### **Schools Role is to:**

- *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*

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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

### **The parent's role is to:**

- Ensure the child is up, dressed and ready to engage in learning either on the identified site or at home.
- Ensure regular attendance (including access and engagement if at home).
- Provide a responsible adult who must always present during home tuition.
- Provide an appropriate work space-to allow work to be completed if tutoring at home.
- Commit fully to the reintegration plan and eventual return to school.
- Provide early information to the PHEPRU if a problem arises.
- Attend meetings and agree to share information regarding the child's medical needs.
- Sign the tuition agreement form which outlines the expectations around tuition, including an appropriate home environment.

### **The pupil's role is to:**

- Engage with the PHEPRU educational provision.
- Be prepared to communicate their views.
- Engage with other agencies as appropriate.
- Prepare for reintegration as soon as possible.

### **Review and withdrawal of the programme**

The commissioned programme will be reviewed/amended/withdrawn if any of the following apply:

- The pupil fails to be available on a regular basis without appropriate medical evidence.
- Medical advice identifies that the child is medically unable to access any education and to do so would not be in the child's best interest.
- Up to date medical advice is not provided for the half termly review.
- The home tuition agreement is not adhered to.
- There are any other circumstances which mean that the tuition venue does not meet the minimum health and safety standards for the tutor to work in.
- It had been identified that the pupil is no longer medically unfit to attend and therefore a reintegration plan will be put in place.

### **Monitoring arrangements**

This policy will be reviewed annually by Joanne Cooper/SENDCo. At every review, it will be approved by the full governing board.

### **Links to other policies**

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions
- SEND Inclusion policy
- SEND Information Report