

SUPPORTING PUPILS WITH MEDICAL NEEDS WHO CANNOT ATTEND SCHOOL

POLICY

Ref: S04

Document Control	
Title	Supporting Pupils with Medical Needs who Cannot Attend School 2023
Date	September 2023
Supersedes	Supporting Pupils with Medical Needs 2023
Amendments	SENDCo Contact details changed to headteacher
Related Policies / Guidance	C03 SEND Policy C01 Curriculum Policy C21 Teaching and Learning Policy S01 Child Protection Policy E02 First Aid Policy
Review	Every Three Years
Author	Andrew Richardson-Rafey
Date Consultation Completed	NA
Approval Level	LGB
Date Adopted	26.09.2023
Expires on:	31.08.2026
<p style="text-align: center;">Prosper Learning Trust is a Multi-Academy Trust Registered in England and Wales number 10872612 Registered Office: Firbank Road, Manchester, M23 2YS</p> <p>The Prosper Learning Trust has several trust - wide policies which are adopted by all schools/academies in the Trust to ensure an equitable and consistent delivery of provision.</p> <p>The Trust Board has responsibility for the operation of all schools/academies and the outcomes of all students; however responsibility is delegated to the Local Governing Body of each school via the Scheme of Delegation.</p> <p>Within our policies reference to:</p> <ul style="list-style-type: none"> Governing Body/Governors relates to the members of the Local Governing Body representing the Trust Board School includes a reference to school, academy or free school unless otherwise stated Headteacher includes a reference to Headteacher, Principle or Head of a School, academy or free school 	

1. Aims:

1.1. This policy aims to ensure that:

- Suitable education is arranged for students on roll who cannot attend school due to health needs
- Students, 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 also based on guidance provided by our local authority '*Manchester City Council Children and Education Services Section 19 Policy*'

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

3. The responsibilities of the school:

3.1. All schools must provide support for their students with medical needs under their statutory duties as set out in 'Supporting students with medical conditions at school' (DfE, 2014).

3.2. Shorter term illnesses or chronic conditions are best met by school support and resources. Such conditions that might meet this definition include short term post-operative support and periods of reduced immunity.

3.3. The school works collaboratively with The Manchester Hospital School to deliver appropriate support to children with medical conditions. Resources to support schools in how to carry this out can be found on the Manchester Hospital School website.

If the school makes arrangements:

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

3.5. As a school we will use a graduated response to assess, meet and review the needs of our students as appropriate.

3.6. We will work collaboratively with the student, parents / carers, medical professionals and colleagues from the Manchester Hospital School in planning appropriate provision for children with medical conditions.

3.7. If students are unable to attend school for short periods of time due to their medical condition we will work proactively to provide a range of support so that, as far as possible, we minimise disruption to their education, we prevent them from slipping behind their peers in school and we support appropriate integration back into school at an appropriate time.

- 3.8. Responsibility for making appropriate arrangements for such students will sit with the Pastoral Leader for their year group supported by the linked member of SLT and the Access & Achievement Team.
- 3.9. Arrangements will be agreed on a student by student basis, dependent upon circumstance and need but might consist of:
- Regular contact by a named member of staff
 - Supplying physical copies of resources and materials for the student to work through at home
 - Directions to access a range of on-line material on MS Teams.
 - Access to live online lessons as appropriate
 - Reduced or part-time timetable to facilitate re-integration
 - Access to small group one-to-one support in school at specific pre-arranged times
- 3.10. Details of the provision put into place to support the student will be set out in a personalised learning plan that will be regularly reviewed.
- 3.11. When the student's medical condition becomes too complex, or the risks are too great to manage, the school will make a referral to The Manchester Hospital School for additional support. In line with the Section 19 duty, Manchester City Council will arrange suitable full-time education (or as much education as the child's health condition allows) for children of compulsory school age who, because of illness, would otherwise not receive suitable education.
- 3.12. Manchester City Council commissions a continuum of provision for children and young people with medical needs from Manchester Hospital School. This includes outreach support to schools, home tuition, tuition in community venues close to the student's home, AVI telepresence 'robot' supported learning and provision at the Hospital School.
- 3.13. If the student resides outside of Manchester Local Authority the school will liaise with the Local Authority the student resides in.

If the local authority makes arrangements:

- 3.14. When the student's medical condition becomes too complex, or the risks are too great to manage, the school will make a referral to The Manchester Hospital School for additional support.
- 3.15. As soon as it is clear that the child will be away from school for 15 days or more or is too unwell to access education at their home school/normal place of education, the school will hold a Team Around the Child meeting with the family and relevant professionals. The school will then make a referral, which includes medical evidence, to Manchester Hospital School (MHS).
- 3.16. The fortnightly multi-agency panel, consisting of representatives from health, education and Manchester City Council, will then determine if the

referral is part of the Local Authority Section 19 Duty or whether the school should be required to meet the student's need with support. The panel will agree the service that is required to meet the student's individual needs and circumstances. Staff will liaise with the school, family and appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the student. Every effort will be made to minimise disruption to the student's education.

- 3.17. Where an absence is planned e.g. hospital admission or recurrent stay in hospital, educational provision should begin as soon as the student is well enough. Teachers in the hospital settings will liaise with our school and work with us to minimise any disruption to their education.
- 3.18. Students receiving support will have their provision set out in a co-produced personalised plan, which makes clear the nature of the intervention, the objectives, the expected outcomes and timeline to achieve the objectives. The plan should also link to other relevant plans the child has to ensure a holistic approach.
- 3.19. Effective multi-agency collaboration is essential in devising appropriate personalised learning plans. The provision will be reviewed regularly, with the family and all professionals concerned, to ensure that it continues to be appropriate for the child and that it is providing suitable education.
- 3.20. Students with long term health problems will not be required to provide continuing medical evidence. However regular liaison with health colleagues is important and the level of support will be discussed through Team Around the Child meetings.
- 3.21. MHS will liaise with our school until the student is well enough to return. Manchester City Council, through its commission with Manchester Hospital School, seeks to provide the same opportunities for children and young people with additional health needs as their peers, including a broad and balanced curriculum, which is of good quality. The education will be flexible and appropriate to students' health needs, and regularly reviewed to reflect their changing health status. It will aim to prevent them from slipping behind their peers in school and allow them to reintegrate successfully back into school as soon as possible. It will allow them to take external qualifications if appropriate.
- 3.22. MHS may use electronic media to provide access to a broader curriculum and to increase the numbers of hours of provision. However, this will be used in association with face to face contact and never in isolation. The telepresence robot, AV1, may also be used.
- 3.23. MHS will maintain good links with all schools, academies and free schools in their area through effective communication and clear processes of assessment and referral. MHS will also ensure that schools are aware of their key role and reminded of their responsibilities in supporting their students with additional health and medical needs, so the child can be reintegrated back to school as smoothly as possible.

- 3.24. Schools will be encouraged to maintain their links with parents/carers who also have a vital role to play e.g. keeping in touch through school newsletters, emails, invites to school events etc.
- 3.25. When a child is approaching public examinations, MHS teachers will focus on the most appropriate curriculum in order to minimise the impact of the time lost while the child is unable to attend school.
- 3.26. 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 student
 - Share information with the local authority and relevant health services as required
 - Help make sure that the provision offered to the student is as effective as possible and that the child can be reintegrated back into school successfully

Education otherwise than at school:

- 3.27. Where children are unable to attend school for some other reason, the Local Authority will address their individual needs when arranging suitable education. This may include the provision of virtual home learning. The Manchester City Council School Admissions team are responsible for the education of children with additional health needs.
school.admissions@manchester.gov.uk

Reintegration:

- 3.28. The plans for the longer term outcome and the next steps in a student's education will be agreed at the start of the planned support, intervention or provision, and clear expectations will be in place regarding a return to school. For longer periods of absence these expectations will be revisited through regular reviews which will take place with the family and supporting medical professionals.
- 3.29. The expectation is that the majority of students will be reintegrated back into their home school. Progress towards this will be discussed at reviews. Where reintegration to school is the objective, staff from the local authority, Manchester Hospital School, health and the school will work together with the family to assess when the child is ready to return to school and to assist reintegration.
- 3.30. On return to their school each student will have an individual healthcare plan and/or individual provision plan which specifies the arrangements for the reintegration and may include the reasonable adjustments and extra support the school and/or other services will provide
- 3.31. If the school can't make suitable arrangements, Manchester Local Authority (or the Local Authority the student resides in) will become responsible for arranging suitable education for these children.

3.32. When reintegration is anticipated, our school will work with the Local Authority to:

- Plan for consistent provision during and after the period of education outside the school, allowing the student to access the same curriculum and materials that they would have used in school as far as possible
- Enable the student 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 annually by the Deputy Head with oversight of the SEND provision within school. At every review, it will be approved by the full governing board.

5. Links to other policies:

5.1. This policy links to the following policies:

- Accessibility plan
- Supporting students with medical conditions
- Looked After Children (LAC) Policy
- SEND Policy