



A Khalsa Academies Trust

Learners with Health Needs who cannot Attend School Policy

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Introduction

The Khalsa Academies Trust is a Sikh Ethos trust with two academies, one based in Wolverhampton and one based in Redbridge. The Khalsa Academies Trust seeks to provide a happy, supportive, secure, motivated and challenging environment to enable all staff, learners to succeed, both academically, socially and emotionally.

We strive to provide high standards of learning, teaching and pastoral care, to recognise each individual's abilities and encourage them to develop to their full potential. Everyone is valued highly and the Sikh Values are followed throughout academies.

We are committed to the development of the whole person, providing a broad and balanced curriculum through the provision of the structured timetabled day, the extended curriculum, targeted intervention strategies, plus a wide variety of extra-curricular activities and educational visits. All learners need to feel safe, accepted and valued in order to learn.

We understand that some learners will not be able to attend academies due to health needs.

Statement of Intent

The Khalsa Academies Trust aims to ensure that all learners who are unable to attend our academies due to medical needs continue to have access to as much education, including physical education, and as many trips as their medical condition allows.

Due to the nature of their health needs, however, some learners may be admitted to hospital or placed in alternative forms of education provision and unable to attend our academies as normal. We recognise that, whenever possible, learners should receive their education within our academies and the aim of the provision will be to help reintegrate learners back into our academies as soon as they are well enough.

We understand that we have a continuing role in a learner's education whilst they are not attending our academies and will work with the LA, healthcare partners and families to ensure that all learners with medical needs receive the right level of support to enable them to maintain links with our academies.

Aims of the policy

This policy aims to ensure that:

- Suitable education is arranged for learners on roll who cannot attend academies due to health needs
- Learners, staff and parents/ carers understand what the academies 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.

For the purpose of this policy, the LA's duties when learners are unable to attend our academies due to health needs are outlined below. These duties have been included so as to differentiate the responsibilities that lie with the academies and those that will be carried out by the LA. The academies is not responsible for ensuring that the LA meets its responsibilities – the academies' responsibilities are outlined in the 'Roles and responsibilities' section of this policy.

The LA will be responsible for arranging suitable full-time education for children of compulsory academies age who, because of illness, would not receive suitable education without such provision. The academies will fulfil its duty to effectively collaborate and communicate with the LA as required.

In line with statutory guidance, the LA should:

- Provide such education as soon as it is clear that a learner will be away from academies for 15 days or more, whether consecutively or cumulatively.
- Liaise with the appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the learner.

- Ensure the education learners receive is of good quality, allows them to take appropriate qualifications, prevents them from falling behind their peers in the academies, and allows them to reintegrate successfully back into the academies as soon as possible.
- Address the needs of individual learners in arranging provision.
- Have a named officer responsible for the education of learners with additional health needs and ensure parents/carers know who this is.
- Have a written, publicly accessible policy statement on their arrangements to comply with their legal duty towards children with additional health needs.
- Review the provision offered regularly to ensure that it continues to be appropriate for each learner and that it provides suitable education.
- Have clear policies on the provision of education for children and young people under and over compulsory academies age.
- Maintain good links with the academies' in its area and put systems in place to promote co-operation between them when children cannot attend due to ill health.

To comply with statutory guidance, the LA should not:

- Have processes or policies in place which prevent a child from getting the right type of provision and a good education.
- Withhold or reduce the provision, or type of provision, for a child because of how much it will cost.
- Have policies based upon the percentage of time a learner is able to attend academies rather than whether the learner is receiving a suitable education during that attendance.
- Have lists of health conditions which dictate whether or not they will arrange education for children or inflexible policies which result in children going without suitable full-time education (or as much education as their health condition allows them to participate in).
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The responsibilities of the academies

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

Where a learner is absent from the academies for medical reasons, the academies will provide education tasks and resources for use at home when the learners is well enough to engage in education.

When an absence is known to be more than 15 days or exceeds 15 days, then home tuition should be offered to the learner. This may be provided through the academies' resources or via Out of Academies Tuition as part of Wolverhampton LA. Referral for home tuition can be made electronically. Medical evidence will be required and should be attached, if possible, at this stage.

Where a learner is admitted to hospital, the academies will liaise with the teaching service to inform them of the curriculum areas the learner should be covering during their absence. Where possible, the academies will plan the educational programme of the learner with the service provider, taking account (as appropriate) of the medical condition, treatment, effects of medication, therapeutic programmes provided and the duration of absence from the academies.

TKAT will aim to ensure maximum continuity of education for the learner by providing:

- Medium term planning, programmes of study/schemes of work, appropriate resources, information relating to the learner's ability, progress to date, assessment data and Special Educational Needs or Disability (SEND).
- Where practical, the academies will host review meetings as the learner remains on the academies roll and is therefore the academies' responsibility
- Where the learner has recurrent admissions or have a planned admission to hospital, the academies will aim to provide a pack of work for the learner to take into hospital with them

Reintegration into the Academies

- The Academies will work with providers of education, doctors, educational psychologists, Personal Advisers, and all other relevant professionals, the parents/carers and the learner themselves to plan a gradual and sensitively orchestrated reintegration into academies.
- The Academies will ensure that the learner and staff in the Academies, who have maintained contact, with the learner who has been absent will play a significant role helping the learner to settle back into academies.

- The Academies will accept part-time attendance where learners are medically unable to cope with a full day, until the learner is able to attend for full academies days.
- The Academies will make arrangements for learners with mobility problems to return to the academies, taking account of health and safety issues, organising risk assessments and seeking advice on lifting and handling procedures where necessary. The impact on staff will be taken into account and additional support may be required from the academies budget or via review and referral to the SEND panel.
- Throughout the absence, the Academies will maintain contact with both parents/carers and the learner. This will include invitations to events and productions at the Academies as well as regular communication via letters, newsletters or e-mail. Both the academies and the education provider will support and advise the learners and their parents/carers, as appropriate, during the absence.
- The Academies should expect to receive regular reports and assessment of learner progress from the service provider during the learner's absence and a folder of work on return to academies.
- The Head of School or SENDCO will ensure that all relevant staff are aware of a learner's absence and of their responsibility towards maintaining continuity of education for the learner.

If the local authority makes arrangements

If the academies can't make suitable arrangements the local authority will become responsible for arranging suitable education for these learners.

In cases where the local authority makes arrangements, the academies will:

- Work constructively with the local authority, providers, relevant agencies and parents/ carers to ensure the best outcomes for the learner.
- Share information with the local authority and relevant health services as required
- Help make sure that the provision offered to the learner is as effective as possible and that the learner can be reintegrated back into academies successfully

When reintegration is anticipated, work with the local authority to:

- Plan for consistent provision during and after the period of education outside the academies, allowing the learner to access the same curriculum and materials that they would have used in academies as far as possible

- Enable the learner to stay in touch with academies life (e.g. through newsletters, emails, invitations to academies events or internet links to lessons from their academies)
- Create individually tailored reintegration plans for each learner returning to academies
- Consider whether any reasonable adjustments need to be made

Monitoring arrangements

This policy will be reviewed annually by the Trust Inclusion Lead and Trust DSL.. At every review, it will be approved by the full governing board.

Links to other policies

This policy links to the following policies:

- Accessibility Policy
- Supporting learners with medical conditions
- Special Educational Needs and Disabilities Policy
- Health and Safety Policy