

# Children with health needs who cannot attend school policy



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| <b>Approved by:</b>        | Full Governing Body       | <b>Date:</b> 5th July 2023 |
| <b>Last reviewed on:</b>   | 8 <sup>th</sup> July 2021 |                            |
| <b>Next review due by:</b> | 5 <sup>th</sup> July 2024 |                            |

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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.

## 3. 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.

- In primary, the person responsible for making and monitoring these arrangements will be the class teacher, with support from the Year Lead and SENDCO. In Seniors, this will be the Head of House with support from the SENDCO.
- With a short time period of absence, it may be that work can be sent home for the student to complete and return. For longer absence, the school may be able to provide online learning opportunities, a tutor or an electronic device which means the student can access their classroom. For longer term absences we may seek support from the local authority and apply for a period of dual registration with the Harbour Medical School.
- Parents / carers will be kept informed and involved throughout the whole process
- Pupils will be reintegrated at a pace right for them and making sure that medical advice is being followed.

### 3.2 If the local authority makes arrangements

If the school can't make suitable arrangements, Portsmouth Local Authority will become responsible for arranging suitable education for these pupils.

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 by the SENDCO. 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

## 6. Useful contacts

- Head of Discovery – Mr Flores [flores-stephen@mayfield.portsmouth.sch.uk](mailto:flores-stephen@mayfield.portsmouth.sch.uk)
- Assistant Head of Discovery – Miss Franklin [franklina@mayfield.portsmouth.sch.uk](mailto:franklina@mayfield.portsmouth.sch.uk)
- Head of Intrepid – Miss Jones [jonesj1@mayfield.portsmouth.sch.uk](mailto:jonesj1@mayfield.portsmouth.sch.uk)
- Assistant Head of Intrepid – Mrs Reid [reidc@mayfield.portsmouth.sch.uk](mailto:reidc@mayfield.portsmouth.sch.uk)
- Head of Victory - Mr Denford [denfordp@mayfield.portsmouth.sch.uk](mailto:denfordp@mayfield.portsmouth.sch.uk)
- Assistant Head of Victory – Mr Gardner [gardner-harry@mayfield.portsmouth.sch.uk](mailto:gardner-harry@mayfield.portsmouth.sch.uk)
- Head of Endeavour - Mr Campbell [campbellj@mayfield.portsmouth.sch.uk](mailto:campbellj@mayfield.portsmouth.sch.uk)
- Assistant Head of Endeavour - Miss Hutchinson [hutchinson@mayfield.portsmouth.sch.uk](mailto:hutchinson@mayfield.portsmouth.sch.uk)
- Special Educational Needs and Disabilities Coordinator – Mrs Howard [howard-verity@mayfield.portsmouth.sch.uk](mailto:howard-verity@mayfield.portsmouth.sch.uk)
- Portsmouth SEND team - [sen.education@portsmouthcc.gov.uk](mailto:sen.education@portsmouthcc.gov.uk)