

St Nicholas School Education at Home Policy



St. Nicholas School Canterbury

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Governing Body Committee	Finance and Resource Committee
SLT responsibility	Gillian Newport
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POLICY FOR HOME SCHOOL EDUCATION VIA ST NICHOLAS SCHOOL

RATIONALE

St Nicholas School aims to support individual pupils who, due to medical needs, are unable to attend school, by offering home school support. St Nicholas considers every child is entitled to an education and will make every effort to make this possible. The nature of the provision will be responsive to the demands of what can be a changing medical status.

Good communication and co-operation between the school, home and other professionals are essential. The Senior Management Team alongside the Home School Support Worker will be responsible for the effective implementation of this policy.

St Nicholas school will not remove a pupil from the school register without parental consent.

The key aims of the policy are to:

- Promote equal access to education for all children and young people which will include making reasonable adjustments to the arrangements for teaching and learning and extra-curricular activities for disabled children and young people;
- Provide continued education as the condition allows;
- Reduce the risk of lowering self-confidence and educational achievement;
- Establish effective liaison;
- Co-ordinate the provision of work that will support a broad and balanced curriculum;
- Ensure that there are mechanisms in place to communicate information about activities and social events to enable the pupil to keep in touch with peers;
- Monitor provision, progress and reintegration arrangements;
- Ensure that the views of pupils and parents/carers are taken into account;
- Ensure appropriate Code of Practice (SEN and Disability) procedures are in place as required.

POLICY INTO PRACTICE

SUPPORT AVAILABLE FROM ST NICHOLAS SCHOOL

St Nicholas School has a specialist team who support and provide opportunities for pupils to experience education in the home environment where they feel safe and secure. The Senior Leadership Team will be responsible for the Education at home and the support worker will implement programmes under advisement from the class teacher. The support worker will have direct access to the pupil and family and offer up to 2 sessions per week for 1-2 hours per session, dependent on the needs of the pupil and the amount of pupils needing access to this provision.

The Support Worker will liaise with the Class Teacher to ensure the home educated pupil has similar experiences to their peers in school. Joint planning will ensure these experiences are positive and enable the pupil to progress in their learning. The Home

Support Worker will also have access to specialist support from the Speech and Language Therapist, Occupational Therapist and Physiotherapist. There is also access to the Visual and Hearing Impairment specialist teachers, specialist art and music teachers and other multi-agency colleagues.

The Home School Support Worker will liaise, when applicable, with the Family Support Worker for any advice, workshops or referrals with the family's consent. This may take the form of help with filling in forms, advising on financial support/respite/transport or access to family events. The Family Support Worker is contactable through the school or Home School Support Worker.

HOME EDUCATION PROVISION FROM ST NICHOLAS SCHOOL

Who does it apply to?

St Nicholas School is following guidance set out in the following document.

<https://www.gov.uk/government/publications/education-for-children-with-health-needs-who-cannot-attend-school>

Children unable to attend school because of health needs should be able to access suitable and flexible education appropriate to their needs. The nature of the provision must be responsive to the demands of what may be a changing health status.

A reintegration plan will be put into place to prepare pupil/family and school to welcome the pupil back into school.

The Home Support Worker will deliver a programme of educational sessions appropriate for the pupil in consultation with and under the direction of the wider team. Ideas, resources and targets will be shared with the family in order to continue the programmes beyond the actual sessions. Wherever possible, pupils will be offered extended experiences. This will be based on the Engagement Model.

Engagement Model

The Engagement Model is embedded in all curriculum pathways. The assessment focuses on the 5 areas of engagement – Exploration, Realisation, anticipation, Initiation, Persistence. It is a statutory assessment for pupils who are working below the standard of the national curriculum assessments and not engaged in subject-specific study at key stage 1 (KS1) and key stage 2 (KS2).

Engagement identifies and celebrates all pupils' progress, including linear and lateral progress, the consolidation and maintenance of knowledge, skills and concepts and the prevention or slowing of a decline in pupils' performance, whilst recognising that a minority of pupils may have a regressive condition.

The model combines a formative and summative assessment approach. It is used to assess pupils' progress and development regularly throughout the year. This enables a continuous cycle of 'assess, plan, do and review' to take place, and in line with the outcomes and targets set within their EHCP.

St Nicholas School appreciate that the principles of engagement are equally relevant to pupils of all ages.

Further information can be found within the SHINE curriculum document and at https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/903458/Engagement_Model_Guidance_2020.pdf

Assessment will take place throughout the year when the family will be either invited into school or have a meeting within the home to discuss the pupil's progress and next steps. These will be part of the Annual Review process and may form part of the SHINE goals programme. Targets will be set by the multi-agency team in liaison with the family using the observations made in terms of engagement.

St Nicholas School will encourage and facilitate liaison with peers, for example, through visits and videos. Any trips out of the home will be risk assessed and discussed with the family. St Nicholas School will keep the family informed about the school social events and school activities.

The Home School Worker is fully qualified to carry out the educational programme and receives regular training within school as well as being competent in safeguarding children. The Home School Worker is also a Lead Practitioner in delivering home school education. Any concerns from the Home School Worker will be discussed with the Senior Management Team at St Nicholas School, who will, where appropriate seek advice. Any concerns from the family should be directed to the Senior Management Team.

Parental involvement:

Engagement can be an important part of this interaction with parents and carers. They can help schools understand when a pupil is at their most engaged, what their child's interest are and how they learn best which will help the school to plan activities to support learning.

The Home School Worker, in liaison with the family, will monitor progress and wherever possible reintegrate pupils into school, liaising with other agencies, as necessary.

HOME SUPPORT AGREEMENT

Parents/carers hold key information and knowledge and have a crucial part to play. They should be full collaborative partners and will be informed about their child's educational programme and performance. Children also have a right to be involved in making decisions and exercising choice wherever possible.

St Nicholas school aims to make home education a positive and valuable experience. In order for this to be successful, St Nicholas School would ask families to enable the Home School Worker access to a suitable space in which to deliver the educational programme. This will be negotiated with the family. A family member or familiar adult will need to be present in the house whilst the Home Support Worker is present. Any medical needs or manual handling will be undertaken by the family's representative. The Home School Worker will be in attendance and assist where directed by the responsible adult. These representatives are encouraged to participate and familiarise themselves with the activities so they can be carried out at other times.

Any concerns or complaints should be directed to the Senior Management Team at St Nicholas School, who will deal with any issues within the wider team and make every effort not to disrupt the delivery of educational programmes.

The family will be able to liaise with any member of the Senior Management Team to discuss or negotiate amendments to the Home Education Agreement.

MONITORING

Monitoring will be continual through observation and assessment. It will form part of the Annual Review of the Education, Health and Care Plan, SHINE Goals (where appropriate) and interim meetings where necessary. A home contact book will be available to record achievement, messages from multi-agency colleagues and concerns. This will be shared by the wider team. It is essential that St Nicholas school is aware of any developments in a child's progress that is outside the educational remit so as to tailor the provision appropriately.

The Home School Worker will share any evaluations and assessments with the family and advise the next steps. They will monitor progress and wherever possible reintegrate pupils into school, liaising with the family and other agencies, as necessary.

ADMINISTRATION OF HOME/SCHOOL EDUCATION

If the Home School Worker is unable to attend a session due to illness or training, St Nicholas School will let the family know as soon as possible from the point the absence is known, unless an alternative agreement between the family and Home Support Worker is in place.

If a family needs to cancel a session they need to let the school know as soon as possible, unless an alternative agreement between the family and Home Support Worker is in place. The Home School Worker will contact to rearrange if their timetable permits.

Adjustments to the Home School Support Worker timetable may need to be made from time to time according to the needs of specific pupils. This will be done with every effort as not to disrupt the current timetable and in liaison with families.

Pupils who are home educated are given a 'B' coding on the school register. This is to reflect how the principles of the educational approaches, individual programmes and activities provided by the home school tutors and support assistants are reinforced and used by the families of the young people concerned. This reinforcement of learning and individual approaches takes place even when the school staff are not present or actively providing input.

CONFIDENTIALITY

St Nicholas School will:

- Ensure the safety, well being and protection of our pupils which are the paramount consideration in all decisions staff at this school make about confidentiality. The appropriate sharing of information between school staff is an essential element in ensuring our pupils well- being and safety;

- Ensure that trust is established to enable pupils, staff, and parents/carer's to seek help, both within and outside the school and minimise the number of situations when personal information is shared to ensure pupils, staff are supported and safe;
- Support the Home Support Worker when disclosures are made;
- Offer support for the family in liaising with outside agencies;
- Protect the privacy of the family within the safeguarding guidelines;
- Adhere to the safeguarding children and Health and Safety statutory guidelines;
- Act upon any concerning disclosures that the school deem detrimental to the pupil's welfare;
- Ensure that pupils, parents/carer's and staff know the boundaries of confidentiality in order to feel safe and comfortable in discussing personal issues and concerns, including sex and relationships;
- Be open and easily understood and everyone should be able to trust the boundaries of confidentiality operating within the school;
- Address issues concerning personal information including sex and relationships and other personal matters that may arise at any time.

The current Home School Worker is Tracy Obee, Lead Practitioner.

The current Family Support Team consist of Emma Wellard, Stephanie Box and Kate Taylor.

MONITORING AND REVIEW

This policy will be monitored on a yearly basis by the Senior Management Team and Home School Support Worker to keep up to date with any adjustments to the pupil timetable, statutory legislation or curriculum and any changes will go via the Governing Body when necessary.

EQUALITY, SAFEGUARDING AND EQUAL OPPORTUNITIES STATEMENT

St Nicholas School, in all policies and procedures, will promote equality of opportunity for students and staff from all social, cultural and economic backgrounds and ensure freedom from discrimination on the basis of membership of any group including gender, sexual orientation, family circumstances, ethnic or national origin, disability (physical or mental), religious or political beliefs.

St Nicholas School aims to:

- Provide equal opportunity for all;
- Foster good relations, and create effective partnership with all sections of the community;
- Only take actions which does not discriminate unlawfully in service delivery, commissioning and employment;
- Provide an environment free from fear and discrimination, where diversity, respect and dignity are valued.

All aspects of Safeguarding will be embedded into the life of the School and be adhered to and be the responsibility of all staff.

LINKS TO OTHER POLICIES:

Curriculum policies, Safeguarding ,Health and Safety, SEN policy, Community Cohesion
Equality and Diversity, Teaching and Learning, Medical Policy/procedures