



Inspiring Educational Excellence for Everyone
ARDEN*forest*
C of E Multi Academy Trust



Flexi-Schooling Policy

Reviewed and adopted by

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CEO

June 2025

1. Introduction

- 1.1 This Policy has been written using the Department For Education guidance document - Elective home education Departmental guidance for local authorities, April 2019.
- 1.2 It is parental responsibility that a child receives full time education at statutory school age.
- 1.3 Parents have the legal right to withdraw children from school – this is called Elective Home Education (EHE). Parents do not have the legal right for their children to access flexi-schooling.
- 1.4 What is Flexi-Schooling?
Flexi-schooling is not intended as a long-term substitute for full-time school attendance. While the Arden Forest C of E Multi Academy Trust (AFMAT) recognises that, in specific cases, a part-time education model may support a child's wellbeing or reintegration, the primary purpose of any flexi-schooling arrangement should be to help remove barriers to full-time attendance, in line with the principles set out in the Attendance Policy (Section 7.1).

Flexi-schooling may be used as a short-term strategy in situations where pupils are experiencing difficulties such as emotional-based school avoidance, SEND-related barriers, or health-related challenges that require a phased approach to re-engagement.

Each agreement is:

- Time-limited, typically approved for one term and reviewed regularly;
- Subject to data monitoring on attendance and progress;
- Expected to transition back to full-time school attendance, unless an exceptional and well-evidenced case justifies continuation.

Schools reserve the right to withdraw the arrangement at any point if it is not serving the child's best interests or is not being implemented in accordance with the terms agreed.

- 1.5 Flexi-schooling should not be confused with a reduced timetable. A reduced timetable is a temporary arrangement, typically initiated by the school to meet a child's specific needs (e.g. following illness, trauma, or as part of a support plan). These arrangements must be regularly reviewed and reported to the Local Authority.

In contrast, flexi-schooling is a parent-initiated request, where the parent takes full responsibility for the child's education during home-educated sessions. The school has no statutory duty to oversee or quality assure the home education provision, although it may withdraw consent if the arrangement is not in the child's best interest.

- 1.6 This policy sets out the expectations for considering, implementing and reviewing flexi-schooling requests.

2. Before applying for flexi-schooling

- 2.1 There are significant implications for parents who are considering educating their children at home – even where they are considering this to be part-time.
- 2.2 Combined, the education provided at home and at school must constitute full-time provision. Parents/carers must consider the impact on the child's access to the National Curriculum and the possible fragmentation of the child's learning experience.
- 2.3 Parent/carers should not be selecting flexi-schooling if the motivation for doing so is to avoid elements of the curriculum or avoid certain teachers. Such concerns should be discussed with the Headteacher.
- 2.4 All schools within the Multi Academy Trust have an inclusive approach to education and actively work hard with parents and carers to enable their children in accessing the support they need to succeed. Any concerns should be discussed with the appropriate member of staff and where appropriate, the school's complaint policy and complaint process should be followed.
- 2.5 It is vital to the success of any flexi-schooling agreement that there is a strong partnership between home and school and our schools expect parents of flexi-schooling children to uphold the school's ethos, values, policies and practice.

3. Applying for flexi-schooling

- 3.1 Parents of children who wish to apply for flexi-schooling should speak to the Headteacher. The decision to allow a child to flexi-school is at the discretion of the Headteacher on the advice of appropriate staff and external organisation where appropriate. Each application to flexi-school will be considered on a case-by-case basis.
- 3.2 In deciding whether to agree to a flexi-schooling arrangement, the school will consider:
 - safeguarding the child
 - the education proposed by the parent/carer
 - any impact on school organisation including resources and staffing
 - the effect on other children on roll at the school
 - the advice of other relevant professionals
- 3.3 Parents applying for a flexi-schooling arrangement will be informed as soon as a decision has been made.
- 3.4 The school's expectations for flexi-schooling is set out in the Parental Agreement (appendix 1), parents/carers are required to sign this before flexi-schooling can commence and typically includes:
 - The normal expected pattern of attendance
 - The length of time the agreement is to run before review by the school. Typically this may be six weeks (one half term) initially, with regular half termly reviews thereafter
 - What flexibility there will be regarding special events which fall outside the normal arrangements, such as assemblies, trips, productions or performances, sports events, visitors to the school
 - How the register will be marked – authorised absence
 - Parents follow normal absence procedures when a child is ill for a day as the child is expected in school (including educational visits)
 - The school to explore unexpected or unexplained absence
 - Parents to provide the school with an overview of expected learning provision when not in school

- Parents are expected to keep records of learning coverage and their child's progress in the off-site element of the agreement. Learning progress should be recorded and shared with school on a regular basis. It is likely that Ofsted would want to assess the evidence that the parents keep. The format for recording is not set by the school but could take the form of journal keeping including children's writing, parental observations, reports and annotated photographs
- As flexi-schooled children are officially on roll at the school they must be included in statutory assessments such as the Early Years Profile, the Year 1 Phonics screen and the end of Key Stages 1 and 2 assessments. Full engagement in this process is expected.
- That if a parent chooses to employ another person to educate the child at home at their own expense, the parent will be responsible for ensuring that person is suitable to have access to children.
- Any perceived special educational needs and associated provision.
- Recommended regular planning meetings between parent and school to ensure the child achieves their potential and to promote good home-school relationships
- The school will notify the Elective Home Education (EHE) Team at Warwickshire County Council of any agreed flexi-schooling arrangement, in accordance with local procedures. More information is available at: www.warwickshire.gov.uk/homeeducation
- Under what circumstances and with what notice either party can withdraw from the arrangement
- How any disputes will be resolved

3.5 Applications of at least 3 days in school will be considered only.

3.6 There is no appeal against a decision by the Headteacher regarding a flexi-schooling request.

4. Roles and responsibilities

SCHOOL

- Attendance levels of children will be monitored and should attendance fall below 93% the flexi- schooling agreement will be reviewed.
- The attainment and progress of children will be tracked and if the Headteacher has concerns about progress or attainment in any area of learning the flexi-schooling agreement will be reviewed.
- The schools will use any evidence parents/carers collate at home to inform their assessments of children – attainment and progress evidence will be shared.

PARENTS/CARERS

- A clear record/diary of activities and learning experiences that have happened on flexi- schooling days.
- Parents/carers are expected to provide copies of work/evidence/activity/diaries to the school and bring evidence to each parent's evenings which take place termly when requested.

5. Important information

- 5.1** There is no distinction between children who are flexi-schooled and those who are not. The child will count towards admissions numbers on roll as full-time.
- 5.2** In line with DfE guidance, children not present in school due to a flexi-schooling arrangement will be marked as absent on the school register. This will be marked as an 'authorised absence' (Code C).
- 5.3** Schools will monitor progress, attendance, behaviour and the effectiveness of any intervention programmes in line with the existing procedures for full time equivalent pupils.
- 5.4** The school will update the parents on their child's progress at school at least twice per year through formal parents' meetings, and more frequently by informal communications. Schools expect all parents to act on advice provided and work in partnership with the school to ensure that children make appropriate academic progress.
- 5.5** All schools in the AFMAT follow the National Curriculum and therefore all flexi-schooled children will follow the National Curriculum on the days when they attend school.
- 5.6** The AFMAT (or the schools within it) do not have a statutory duty to monitor the quality of home education, however, if the school deems the terms of the agreement to be breached (i.e. parents are not providing a suitable education) the school may ask the parent to take remedial action. If the parent declines to do so or the school is still concerned about the provision of education at home, the school may withdraw its agreement to the flexi-schooling arrangement. The child would then be required to attend at school full-time or home educated full-time.



Appendix 1

Flexi- schooling Home/School Contract

Contract for Provision of Education - School

Child's Name:

D.O.B.

Name of Parent(s)/Carer(s):

.....Primary School is responsible for the education of the above named child on the days and times set out in the attached Attendance Agreement and timetable.

The educational provision will be suitable to the child's age, aptitude and ability as set out in *Section 7 of the Education Act 1996*.

Whilst they are on school premises or the School is acting in loco parentis the school will maintain primary responsibility for their safety and welfare.

The school and parent/carers will meet every term for a review meeting to discuss progress and review the attendance agreement.

The school can withdraw from this agreement at any time by giving reasonable notice in writing (one month).

Signed

Headteacher:

Date:

Contract for Provision of Education – Home

Child's Name:

D.O.B

Name of parent(s)/carer(s):

I/we are responsible for the education of the above named child on the days and times set out in the attached Attendance Agreement and timetable.

The educational provision will be suitable to your child's age, aptitude and ability as set out in *Section 7 of the Education Act 1996*.

During school hours timetabled for home-based education I/we will maintain primary responsibility for our child's safety and welfare.

I/we understand that I/we can withdraw from this agreement at any time by giving reasonable notice in writing (one month).

Signed

Parent/carers:

Date:



Flexi- schooling Home/School Contract

Attendance Agreement:

Child's Name:

D.O.B.

Name of Parent(s)/Carer(s):

Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

Parent/carers signature:

Date:

Agreed by Headteacher:

Date: