



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 & Executive Headteacher

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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? In September 2017, the Secretary of State for Education said:

Flexi-schooling is a term used for an arrangement whereby a child is partly educated at school and partly home educated. The Department's view is if parents choose not to have their child educated by full-time attendance at school, they are responsible for the whole of their child's education, not schools... There is no legal requirement on a school to agree to a Flexi-schooling arrangement. In agreeing to such an arrangement, the school is accepting that the child will sometimes miss school

- 1.5 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 select 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 Head of School.
- 2.4 All schools with 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 staff and where appropriate, the complaint process should be followed.
- 2.5 It is vital to the success of any flexi learning agreement that there is a strong partnership between home and school and our schools expect parents of flexi 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 Head of School. The decision to allow a child to flexi-school is at the discretion of the Executive Headteacher on the advice of the Head of School. 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-school arrangement will be informed as soon as a decision had 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 learning 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 one term initially, with annual 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 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
- That the school will notify the Administrator for Elective Home Education at the LA of the flexi-schooling arrangement
- 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 Executive 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 Head of School 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** Inline 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 Arden Forest C of E MAT 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 Arden Forest MAT 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 on a 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/carer 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

Head of School: _____

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/carer: _____

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 Head of School:

Date: