



**Excalibur Academies Trust**  
 Children With Health Needs Who  
 Cannot Attend School Policy

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Other Policies and Documents Associated

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## 1. Aims

1.1 This policy aims to ensure that:

1.1.1 Suitable education is arranged for pupils on roll who cannot attend school due to health needs.

1.1.2 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

2.1 This policy is based on the following legislation:

2.1.1 [The Education Act 1996](#)

2.1.2 [The Education \(Pupil Registration\) \(England\) Regulations 2006](#)

2.2 It is also based on the following statutory guidance from the Department for Education (DfE):

2.2.1 [Alternative provision](#)

2.2.2 [Arranging education for children who cannot attend school because of health needs](#)

2.3 It also takes account of the following statutory guidance from the Department for Education (DfE):

2.3.1 [Working together to improve school attendance 2024](#)

2.3.2 [Mental health issues affecting a pupil's attendance: guidance for schools - GOV.UK \(www.gov.uk\)](#)

2.4 It is also based on guidance provided by our Local Authorities.

2.5 This policy complies with our funding agreement and articles of association.

## 3. The responsibility of the school

3.1 Initially, the school will attempt to make arrangements to deliver suitable education for children with health needs who cannot attend school.

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

3.1.2 Where a learner is admitted to hospital, the school will liaise with the Hospital Teaching Service to inform them of the curriculum areas the learner should be covering during their absence. Where possible, the

school will plan the educational programme of the learner with the hospital teaching service, taking account (as appropriate) the medical condition, treatment, effects of medication, therapeutic programmes provided and the duration of absence from school.

3.1.3 Excalibur Academies Trust will aim to ensure maximum continuity of education for the learner through:

3.1.3.1 Working in partnership with the Hospital Tuition Service, to attend or host review meetings as the learner remains on the school roll and is therefore the school's responsibility.

3.1.3.2 Providing, where required, programmes of study/schemes of work, appropriate resources, information relating to the learner's ability, progress to date, assessment data and special educational needs information.

3.1.3.3 Aiming to provide a pack of work for the learner to take into hospital with them, where learners have recurrent admissions or have a planned admission to hospital.

3.2 Reintegration into school

3.2.1 The school will work with education providers, doctors, educational psychologists, and all relevant professionals to ensure joined-up pastoral care is in place. This will include the parents/carers and the learners themselves to plan a gradual and sensitively orchestrated reintegration into school.

3.2.2 The school will ensure that the staff in the school who have maintained contact with the absent learner will play a significant role helping them to settle back into school.

3.2.3 The school 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 school days. All reduced offer arrangements will be recorded on the Excalibur Academies Trust system and schools will provide details of these arrangements as required.

3.2.4 The school will arrange for learners with mobility problems to return to school, taking account of health and safety issues, organising a risk assessment and seeking advice on lifting and handling procedures where necessary. The impact on staff will be considered plus any additional support which may be required from the school budget.

3.2.5 Throughout the absence, the school will maintain contact with both parents/carers and the learner. This will include invitations to events and productions at the school as well as regular communication via letters, newsletters or e-mail. Both the school and the education provider will support and advise learners and their parents/carers, as appropriate, during the absence.

- 3.2.6 The school should expect to receive regular reports and assessment of learner progress from the Hospital Education Service and a folder of work on return to school.
  - 3.2.7 The Principal, SENDCo or Pastoral Lead will ensure that all relevant staff are aware of the absence of any learner and of their responsibility towards maintaining continuity of their education. The relevant Local Authority will become responsible for arranging suitable education for these children.
- 3.3 Local Authority Arrangements:
- 3.3.1 The Local Authority will arrange suitable education for children with health needs who cannot attend school if:
    - 3.3.1.1 our school cannot make suitable arrangements.
    - 3.3.1.2 a learner will be away from school for 15 days (consecutive or over the course of the year) or more because of health needs.
    - 3.3.1.3 Fulltime education is not in the learner's best interest for reasons relating to their health needs.
  - 3.3.2 When the Local Authority arranges alternative education, the education should begin as soon as possible—by the 6th day of the child's absence from school, at the latest.
  - 3.3.3 Where full-time education is not in the learner's best interest for reasons relating to their physical or mental health, the Local Authority must arrange part-time education on whatever basis it considers to be in the learner's best interests.
  - 3.3.4 When the Local Authority makes the arrangements, our school will:
    - 3.3.4.1 Provide the full name and address of any learners of compulsory school age who are not attending school regularly due to their health needs.
    - 3.3.4.2 Work with the Local Authority, providers, relevant agencies and parents/carers to ensure the best outcomes for the learner.
    - 3.3.4.3 Collaborate with the Local Authority to ensure continuity of provision and consistency of curriculum, including making information available about the curriculum.
    - 3.3.4.4 Regularly review with the Local Authority, the provision offered to ensure it continues to be appropriate for the learner and that it is providing suitable education.

- 3.3.4.5 Share information with the Local Authority and relevant health services as required.
- 3.3.4.6 Adopt a team approach to support a learner with complex or long-term health issues, joining efforts with the Local Authority, parents/carers and the relevant health services to decide how best to meet the learner's needs (e.g. through individual support, arranging alternative provision or being supported at home and back into school after each absence).
- 3.3.4.7 Allow the learner, where possible, to take examinations at the same time as their peers.
- 3.3.4.8 Help make sure that the learner can be reintegrated into school successfully.
- 3.3.5 When reintegration is anticipated, work with the Local Authority to:
  - 3.3.5.1 Plan for consistent provision during and after the period of education outside the school, allowing the learner to access the same curriculum and materials that they would have used in school as far as possible, including through digital resources.
  - 3.3.5.2 Enable the learner to stay in touch with school life (e.g. through newsletters, emails, digital learning platforms, social media platforms, invitations to school events or internet links to lessons from their school), and, where appropriate, through educational visits.
  - 3.3.5.3 Create individually tailored reintegration plans for each learner returning to school, which includes extra support to fill any educational, social or behavioural gaps arising from the absence.
  - 3.3.5.4 Consider whether any reasonable adjustments need to be made.

## **4. Monitoring arrangements**

- 4.1 This policy will be reviewed every three years by the Head of Safeguarding and Head of Governance; following review it will be approved in line with the Scheme of Delegation.

## **5. Links to other policies**

- 5.1 This policy links to the following policies:
  - 5.1.1 Accessibility plan

5.1.2 Supporting pupils with medical conditions

5.1.3 Attendance policy

## **6. Statutory Guidance**

Arranging education for children who cannot attend school because of health needs.