



Long Lane Primary School

Children with Health Needs who cannot attend School

Date	Description
December 2024	Agreed by Full Governing Board

Review Schedule	Annually
Next Review	December 2025

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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

The school will remain responsible for supporting children with Health Needs who cannot attend school.

The school may take advice from the Local Authority and will have the option of buying Medical Tuition support from the Local Authority if they are unable to provide their own support.

The school will have the responsibility of signposting, liaising with parents, planning, assessing and providing resources for this support.

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.

The responsible person for making and monitoring these arrangements will be the Headteacher (Tina Allison).

- Arrangements for this support will be dependent on the situation and needs of the identified pupil.
- The teacher may set work to be completed at home and will liaise with parents and carers to ensure the monitoring of this.
- The teacher may plan or signpost to activities that support the level of attainment of the pupil, linked to the National Curriculum and class content and that suit the health needs of the pupil.
- The class teacher will liaise with the parents/carers with regards to the nature, time and frequency of the support.
- This support could include staff members visiting the home (if this is appropriate).
- The class teacher and responsible person will ensure that a risk assessment is in place if staff are visiting the home or working outside of the school premises.
- The teacher will make arrangements to assess progress at suitable intervals, either remotely or in person.
- The teacher and responsible person will liaise with parents/carers about solutions for integrating the pupil back into school

3.2 If the local authority makes arrangements

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

The responsible person will make arrangements with the Medical Tuition Team at the Local Authority to secure support. The Local Authority will provide a physical tutor to support the pupil. In this case, the school will have responsibility for assessing, signposting, planning and providing support for the pupil.

In cases where the local authority makes arrangements, the school will:

- o Work constructively with the local authority, providers, relevant agencies and parents to ensure the best outcomes for the pupil
- o Share information with the local authority and relevant health services as required
- o 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
- o 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 Tina Allison (Headteacher). At every review, it will be approved by the full governing board.

(The DfE advises that you review this policy annually, in its [list of statutory policies](#).)

5. Links to other policies

This policy links to the following policies:

- o Accessibility plan
- o Supporting pupils with medical conditions
- o Child Protection and Safeguarding

Appendix 1 – Example of Risk Assessment and Plan

Staff supporting:	Year/Class:	Pupil:	DOB:
Purpose/context of the Plan:			

Safeguarding: <i>Please see Risk assessment</i>		
Current Assessment:	How will we assess learning?	
Tutoring:		
Follow up work:		
Teacher Responsibilities	HLTA responsibilities	Parent Responsibilities
<ul style="list-style-type: none"> ✓ Assessment of pupils needs at regular intervals ✓ Planning for learning ✓ Feedback to pupil and parents ✓ Reviewing the risk assessment ✓ Safeguarding responsibilities as in school ✓ Providing follow up work for pupil ✓ Engaging and liaising with parents regarding feasibility of visits and arrangements 	<ul style="list-style-type: none"> ✓ Support in gathering resources for sessions ✓ Delivering the sessions ✓ Feeding back to teacher any learning needs, concerns or progress ✓ Ensuring safeguarding procedures and awareness at all times ✓ Observing the risk assessment – health/lone working/safeguarding 	<ul style="list-style-type: none"> ✓ Being available at the tutoring session (from a safeguarding point of view) <i>See risk assessment</i> ✓ Supporting the follow up work post session ✓ Liaising with teacher regarding feedback, arrangements, level of work provided ✓ Ensuring the balance between health and education – (when s/he is able to work and how much)

School	Long Lane Primary School
	Date:
Job, Activity or Task	Medical Tuition support in the home for pupil with medical needs (Please see attached tuition plan for details of tasks)
	Members of staff delivering sessions:

List the Hazards?	Who might be harmed & how?	What are you already doing to lower risks?	Any further action needed?	Action by Whom?	Action by when?	Date complete
Risk of Infection for pupil –						
Pupil Fatigue –						
Accident in the home –						
Safeguarding of pupil and staff –						
Lone Working –						
Transport to Home						