



**Cavendish**  
Primary School

## **Children with health needs who cannot attend school policy**

Date of Issue	Review Date	Date Ratified by Governing Body
July 2024	July 2025	July 2024

## **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.

## **Legislation and guidance**

This policy reflects the requirements of the [Education Act 1996](#), [DfE Statutory Guidance \(2013\)](#) and the Local Authorities Medical Needs policy (Appendix A).

## **The responsibilities of the school**

We aim to ensure that all children, regardless of circumstance or setting receive a good education to enable them to shape their own futures. Where children are unable to attend school because of their health, the school will follow Department of Education guidance and work with Bradford Local Authority who have the responsibility to arrange suitable full-time education (or part-time when appropriate for the child's needs) for children who are unable to attend a mainstream school because of their health.

The Local Authority is responsible for arranging suitable full-time education for children who, because of illness or other reasons, would not receive suitable education without such provision. There will however, be a wide range of circumstances where a child has a health need but will receive suitable education that meets their needs without the intervention of the Local Authority, for example, where the child can still attend school with some support. Where the school has made arrangements to deliver suitable education outside of school for the child; or where arrangements have been made for the child to be educated in a hospital by an on-site hospital school, we would not expect the Local Authority to become involved in such arrangements unless it had reason to think that the education being provided to the child was not suitable or, while otherwise suitable, was not full-time or for the number of hours the child could benefit from without adversely affecting their health. This might be the case where, for example, the child can attend school but only intermittently.

## **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.

This will involve:

- Initial contact being made by the pastoral team to establish the child's individual medical need and potential barriers to attending school
- Arrangements being agreed and established e.g. sending work home (including the provision of virtual learning through school's identified learning programmes), education offsite (including through hospital schools) or additional adult support within school (in line with an individual health care plan as appropriate)
- On-going discussions between families, school and health providers to monitor agreed arrangements and identify when/ how pupils can be reintegrated back into school (where appropriate).
- Liaising with the SENDCo for pupils whom also have Special Educational Needs (SEN).

## **If the local authority makes arrangements**

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

Where a pupil has medical needs that prevent them from attending School for 15 days or more, school can refer them to TRACKS Education using the [Pathways Referral Form](#) available via Bradford Schools Online.

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

- Work constructively with the local authority, providers, relevant agencies and parents to ensure the best outcomes for the pupil.
- Share information with the local authority and relevant health services as required.
- 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.
- When reintegration is anticipated, work with the local authority to:
  - i) 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.
  - ii) 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 the school).
  - iii) Create individually tailored reintegration plans for each child returning to school.
  - iv) Consider whether any reasonable adjustments need to be made.

### **Monitoring arrangements**

This policy will be reviewed annually by the school.

### **Links to other policies**

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions
- SEND Policy

# **Bradford Metropolitan District Council**

## **Local Authority**

### **Policy on Access to Education for Children and Young People with Medical Needs**

<b>Owner</b>	Hannah Whittaker
<b>Date:</b>	December 2020
<b>Prepared by</b>	Hannah Whittaker
<b>Next Review</b>	September 2021

# Medical Needs and Hospital Education Service

## 1. Introduction

This policy sets out what the local authority will do to provide education for children of compulsory school age who, because of illness, would otherwise not receive suitable education. It applies to all children of compulsory school age whether or not the child is on the roll of a school.

## 2. The underlying principles behind this policy

Bradford Local Authority's Medical Needs and Hospital Education Service is committed to ensuring that all children and young people in the district receive a good education in order to maximise the learning potential of each individual. A fundamental part of our offer aims to ensure that all children and young people are given the opportunity of an inclusive education that meets their specific needs.

Children and young people who have additional medical needs are, by the nature of their difficulties, at risk of failing to reach their true potential within an educational context. This is particularly the case for those children and young people whose health needs prevent them from attending school for an extended period of time, or for those who are restricted by their health needs to attending school on a part-time or sporadic basis.

This policy aims to outline the support available that can be accessed for children and young people with medical needs, including details of when and how alternative provision will be arranged if this is required and the respective roles and responsibilities of the local authority, schools, parents/carers, providers and other agencies.

## 3. Roles and responsibilities of referring schools

Schools in Bradford, as in the rest of the country, (including mainstream schools, academies, free schools, independent schools, special schools and alternative provision) are required by law to make arrangements for supporting pupils at their school with medical conditions.

- Pupils at school with medical conditions should be properly supported so that they have full access to education, including school trips and physical education.
- Governing bodies must ensure that arrangements are in place in schools to support pupils at school with medical conditions.
- Governing bodies should ensure that school leaders consult health and social care professionals, pupils and parents/carers to ensure that the needs of children with medical conditions are effectively supported.
- Ensure pupils with medical conditions access and enjoy the same opportunities as their peers
- Ensure that no pupil be denied admission unless it would be detrimental to theirs or others health to do so
- The statutory guidance also indicates that schools should develop a policy for supporting pupils with medical conditions and that there should be a named person who is responsible for the practical implementation of this policy within each school.

## 4. Legal Framework

The following legal guidance sets out key points in this policy:

- Children and Families Act 2014 Section 100
- Supporting Pupils at School with Medical Conditions December 2015

- Alternative Provision January 2013
- Ensuring a good education for children who cannot attend school because of health needs January 2013

## **5. Bradford Local Authority responsibilities**

The statutory guidance is clear that there will be a wide range of circumstances where a child has a medical need but will receive suitable education that meets their needs without the intervention of the local authority.

For example where the child can still attend school with some support or where the school has made arrangements to deliver suitable education outside of school for the child.

Bradford Local Authority are responsible for arranging suitable education for children of compulsory school age who, because of illness, would not receive suitable education without such provision. This duty applies to all children and young people who live in Bradford regardless of the type or location of the school they would normally attend and whether or not they are on the roll of a school.

**5.1** The law does not define full-time education but children with medical needs should have provision which is equivalent to the education they would receive in school. Bradford Local Authority may provide one-to-one, pairs or small group teaching in which case the hours of one to one or paired/small group provision could be fewer as the provision is more concentrated. The educational provision could be made up of two or more part time provisions. Where full-time education would not be in the best interests of a child because of reasons relating to their physical or mental health, Bradford Local Authority will endeavour to provide part-time education on a basis which is considered to be in the child's best interests. This decision will be made with reference to advice from relevant educational and medical professionals.

## **6. Named Person**

It is a statutory requirement that local authorities have a named person responsible for the education of children with additional health needs. In Bradford, the named person is:

Hannah Whittaker – Medical Needs and Hospital Education Service Manager

[hannah.whittaker@bradford.gov.uk](mailto:hannah.whittaker@bradford.gov.uk)

Lynn Donohue – Strategic Manager for Specialist Teaching and Support Services

[lynn.donohue@bradford.gov.uk](mailto:lynn.donohue@bradford.gov.uk)

The Medical Needs and Hospital Education Service Manager and Strategic Manager are responsible, in liaison with schools and professionals, for ensuring that Bradford Local Authority Children's Services fulfils its statutory duties in relation to medical needs provision for children and young people who cannot attend school for medical reasons and therefore require alternative educational provision.

Parents/carers can contact the Medical Needs and Hospital Education Service Manager in order to discuss their child's specific circumstances relating to medical needs provision. This may be particularly appropriate in instances where they feel their child's medical needs are not currently being addressed.

Schools can contact the Medical Needs and Hospital Education Service Manager in order to obtain support, advice and guidance in relation to medical needs provision, both generally and in relation to specific cases.

The Medical Needs and Hospital Education Service Manager will also liaise with professionals and colleagues within both health and education as appropriate in order to ensure children with additional health needs are able to access a suitable education.

Bradford Local Authority may seek to recoup costs incurred from the home authority in relation to medical needs provision for Looked After Children placed in Bradford by a different local authority.

## **7. Provision in Bradford Local Authority**

### **7.1 Referrals to the Medical Needs and Hospital Education Service**

Schools should make appropriate referrals to the Medical Needs and Hospital Education Service for pupils unable to attend school due to health reasons where it is clear that the pupil will be away from school for 15 days or more, whether consecutive or cumulative. In these circumstances, parents/carers must take medical evidence in to the school which confirms why the pupil is unable to attend school and states how long this is likely to be the case. Statutory guidance states that evidence should be such as that provided by a consultant, however in order to avoid delays the Medical Needs and Hospital Education Service will accept evidence from a GP if the young person is to be referred to a specialist clinician. GP only referrals will initially be considered as an interim referral in order to avoid delays, but must be further supported by specialist evidence in order for provision/support to continue effectively. Failure to provide the appropriate evidence or parental consent could delay the referral process and the consideration of support.

### **7.2 Initiation of provision from the Medical Needs Team**

Once the Referral Form and evidence has been considered and a decision about the referral has been made, the Medical Needs and Hospital Education Service will notify the school accordingly. A planning meeting will be arranged to confirm the appropriate arrangements which will be put in place. The Medical Needs and Hospital Education Service will also liaise with the parents and pupil. Parents/carers and pupils will normally be invited to attend these meetings.

### **7.3 Types of Health Condition**

If a pupil has severe anxiety about attending school, the Medical Needs and Hospital Education Service should be a short term provision with the focus on reintegration

The Local Authority will not have a list of health complaints which dictate whether or not education will be provided

## **8. Ensuring children in Bradford with medical needs have a good education**

Where support is agreed, teachers will oversee the provision for pupils in alternative suitable venues, such as Owlet Road or, where appropriate, in the pupil's home. Before it is agreed that teaching can take place in the home, it will be necessary to carry out appropriate risk assessments. Before remote learning can take place, risk assessments and parental agreements must also be put in place. Where a pupil is taught at home (face to face or remotely) it is necessary for there to be a responsible adult in the house.

A blended learning programme will be offered (with 1:1, pairs or groups) to include:

- Face to face teaching
- Remote learning
- Guided independent learning
- Virtual classrooms

The learning programme will provide educational attainment on a par with the pupil's mainstream peers where appropriate, particularly in English, Maths and Science (including IT) with appropriate accreditations and qualifications

The Medical Needs and Hospital Education Service will ensure personal and social needs are identified and met and motivation, self-confidence and attendance are improved to overcome barriers to attainment and to enable pupils to thrive and prosper in the education system

There will be clearly defined objectives and next steps with the focus and aim on reintegration

Close liaison with the pupil's school is essential and pupils should be kept informed about school activities and events. The pupil will remain on the school roll and the school will be expected to arrange review meetings every 6 weeks. Up to date medical evidence will be required for these reviews. It is important to link with other agencies in order to support the pupil's educational opportunities.

Where support is agreed, there is an expectation that all parties will engage with and contribute to the agreed plan.

## **9. Roles and Responsibilities**

### **9.1 The School's role is to:**

- have a named person with responsibility for pupils with medical needs
- ensure pupils stay on the school role
- host and chair regular review meetings (normally every 6 weeks); produce action plans and distribute notes of these meetings; produce appropriate medical evidence for continuing support.
- provide materials for an appropriate programme of work and work plans
- maintain a plan, such as an Individual Health Care Plan, which records progress made towards a return to school
- ensure all staff are kept informed
- ensure appropriate arrangements, including entry and invigilation are made for all examinations
- work with P16 providers where appropriate and collect and record information about destinations
- provide the pupil's academic attainment levels including any relevant examination requirements
- make arrangements for EHCAs and EHCP Reviews where appropriate
- make arrangements for SATs
- assess coursework
- facilitate career interviews



- Organise and cover the cost of transport
- arrange work experience placements
- provide a named teacher with whom each party can liaise
- provide a suitable working area within the School, where necessary
- be active in the monitoring of progress and the reintegration into school, using key staff to facilitate the reintegration into school
- ensure that pupils who are unable to attend school, are kept informed about school social events, are able to participate, for example, in homework clubs, study support and other activities
- encourage and facilitate liaison with peers, for example, through visits and videos.

## **9.2 The pupil's role is to:**

- engage with the Medical Needs and Hospital Education Service
- be prepared to communicate their views
- engage with other agencies as appropriate
- prepare for reintegration as soon as possible.

## **9.3 The parents'/carers' role is to:**

- Produce appropriate medical evidence and commit to a plan of reintegration
- be willing to work together with all concerned
- be present in the home during the tuition time (or nominate appropriate adult)
- provide early communication if a problem arises or help is needed
- attend necessary meetings
- reinforce with their child, the value of a return to school

## **9.4 The Medical Needs and Hospital Education Service's role is to:**

- liaise with the named person in school
- liaise, where appropriate, with outside agencies
- be sensitive to the needs of the child and family
- provide a flexible teaching programme
- provide regular reports on the pupil's progress and achievements
- provide an opportunity for the pupil to comment on their report
- ensure appropriate course work and any other relevant material is returned to school
- work with the school and other services where appropriate to ensure good attendance whilst with the service
- attend review meetings
- help set up an appropriate reintegration programme at the earliest opportunity as soon as the pupil is ready to return to school

## **9.5 Health Service's role is to:**

- offer medical treatment and advice where appropriate
- provide up to date care treatment plans
- attend/provide reports for six weekly reviews

## **9.6 The School Nursing Service's role is to:**

- provide support to schools in order to pupils to remain in school as much as is appropriate

- provide support to the MNHES to ensure that pupils' needs are met
- provide support for reintegration

#### **9.6 Other involved agencies role is to:**

- work with others, for the benefit of the pupil
- attend review meetings if possible
- provide written reports where necessary
- give appropriate advice and support.

#### **10. Reintegration**

The aim of the provision from the Medical Needs and Hospital Education Service will be to reintegrate pupils back into school at the earliest opportunity as soon as they are well enough. A reintegration programme will be put together following discussion with the child or young person, parent/carer, school, relevant health professional(s) and other involved agencies as appropriate.

In some cases it may not be possible for the child to return to school on a full-time basis initially. Arrangements for reintegration (or any future education arrangements) will need to take into account any on-going health problems or disabilities they may have. The school should provide an individually tailored reintegration plan with extra support to fill gaps. Reasonable adjustments should be made to provide suitable access

#### **11. Pupils who are not on a school roll**

Bradford Local Authority retain responsibility for supporting Bradford children who are not on roll at a school whose health needs prevent them from accessing education. These may include children who are awaiting placement.

In these instances, parents/carers or professionals working with a child who falls into this category should contact the Medical Needs and Hospital Education Service Manager to discuss future educational provision. This may include interim provision through the Medical Needs and Hospital Education Service, in which case medical evidence will be sought.

#### **12. Pupils who are not of compulsory school age**

Bradford Local Authority will not normally provide support for pupils who are under or over compulsory school age. This is defined as the beginning of the term following the child's 5<sup>th</sup> birthday up to the last Friday in June of Y11. The Medical Needs and Hospital Education Service will not accept Y11 referrals six weeks prior to this finish date. The Medical Needs and Hospital Education Service will also not accept referrals for any pupils who will not, at some point prior to the end of statutory school age, have any relevant examinations to complete.

For P16 students attending mainstream provision, Bradford Local Authority would look to the host school, college or training provider to make any necessary reasonable adjustments for students who are unwell over a prolonged period.

#### **13. Hospital in-patients**

Bradford Local Authority provides support through the Medical Needs and Hospital Education Service for children and young people who are in-patients at Bradford Royal Infirmary and Airedale General Hospital. This includes pupils from Day 1 and pupils who are likely to remain on the children's ward for 15 school days or longer, whether or not they are a Bradford resident. The

Medical Needs and Hospital Education Service also offers educational support for children and young people who are considered Regular (planned visits to hospital) or Recurring (repeated admissions to hospital). In these cases, the hospital teachers will liaise directly with the school.

#### **14. Children with life limiting and terminal illness**

Bradford Local Authority will continue to provide education for as long as the child's parents and the medical staff wish it.

If the pupil and parents wish to withdraw from education their wishes will be respected if the decision is supported by medical advice.

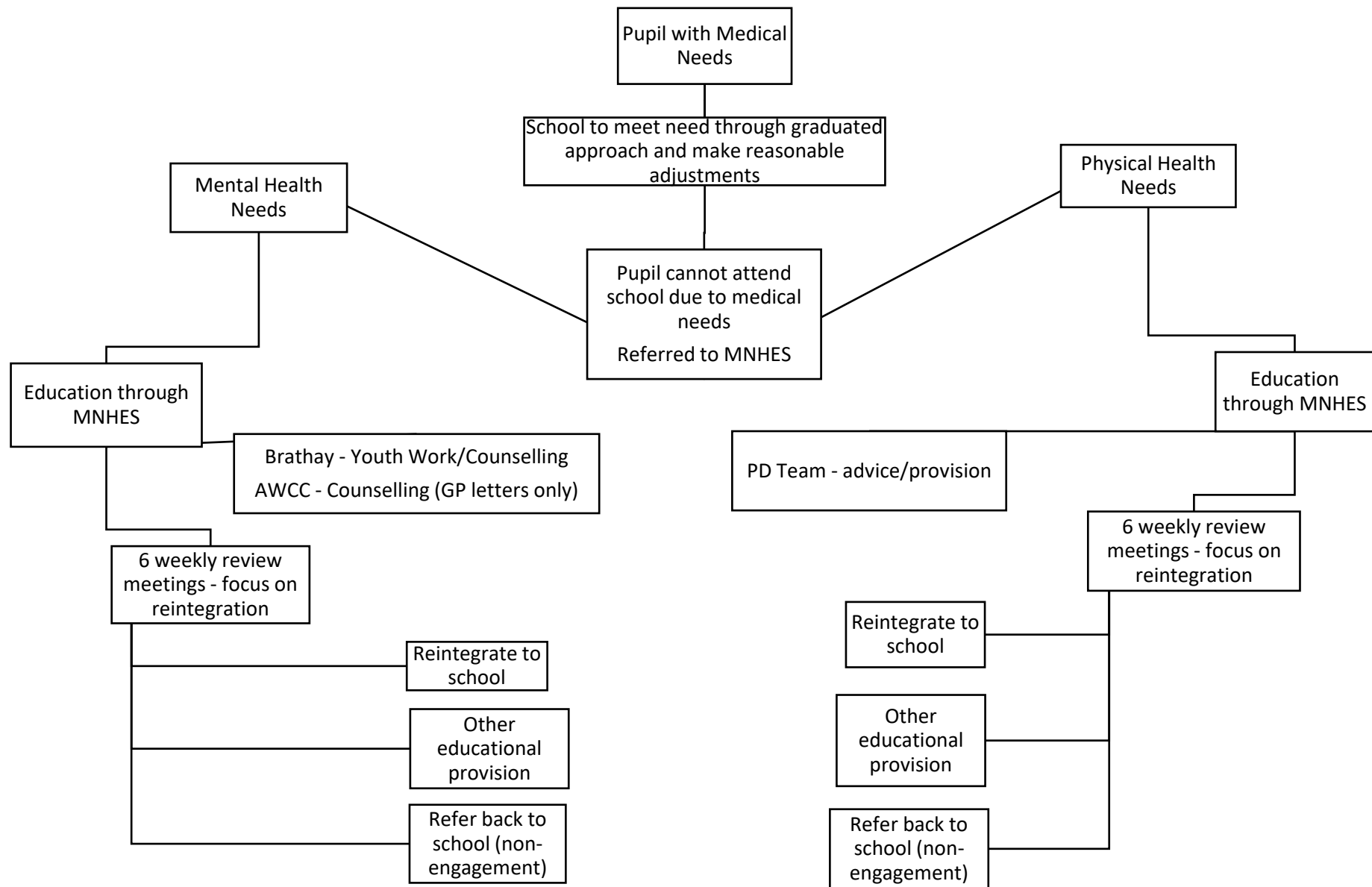
#### **15. Children with long term medical conditions**

It would not be in the best interests of the child to remain with the Medical Needs and Hospital Education Service for a long period of time. Discussion should take place between the Local Authority, school, health care providers, parents and pupils to determine what will best meet the needs of the child.

#### **16. Looked After Children**

LAC remain the responsibility of the Local Authority in consultation with carers





## Process of Supporting Children and Young People with Medical Needs in Bradford

