



**William Byrd**  
PRIMARY ACADEMY

**Children with Health Needs  
who cannot Attend School  
Policy**

**Approved by:** Trust Board  
**Date:** February 2024  
**Next review due by:** February 2025

## Aims

At William Byrd Primary Academy, we aim to ensure that all children, regardless of circumstance or setting, receive a good education to enable them to shape their own futures. Children and young people may miss school due to health reasons. This may be illness (physical or mental health), injury or a planned admission to hospital. The health problem may be time-limited, or a child may have a long-term condition.

Most absences will be for minor, short-term health problems and absences from school will be short and infrequent. In such a case, William Byrd Primary Academy would work with the child's family to arrange any educational support relating to such absences.

However, some children may miss school for longer periods due to health reasons which prevent them from attending school. This policy sets out the alternative education arrangements of those children and the role of the London Borough of Hillingdon in providing such provision. The Local Authority in which the child resides is responsible for arranging and meeting the costs of their alternative provision.

Department of Education – Statutory guidance for Local Authorities.

[Additional health needs guidance \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk)

This policy reflects the requirements of the [Education Act 1996](#).

## School arrangements

Whilst the local authority is responsible for ensuring that alternative education arrangements are made, pupils (except in very limited circumstances that must be agreed by the local authority and the school) remain on their registered school roll throughout their absence. The prime responsibility for their education remains with their school.

William Byrd Primary Academy would be responsible for:

- Referring pupils to the Local Authority Participation Team via the local authority's named officer.
- Working with the local authority, providers, relevant agencies and parents/carers to identify the education provision needed, the review of provision, monitoring of pupil progress and arrangements for reintegration into school to ensure the best outcomes for the pupil
- Share information with the local authority and relevant health services as required
- Sharing curriculum information with the alternative provision provider to ensure parity in lesson coverage  
– the child's class teacher would be expected to liaise with the provider to this effect.
- Ensuring that the pupil still feels part of the school community and maintains contact, (e.g. providing information about school news and facilitating contact with other pupils, such as: messages and the sharing of class good wishes).
- Supporting their education, (e.g. by providing access to our web-based learning sites, learning materials, assessment information) whilst the pupil is off school.
- Providing a named contact at the school, who will have responsibility for co-ordinating links between the school, pupil, parents and the Local Authority Participation Team.
- Making arrangements for pupils to complete any necessary statutory assessments.
- Supporting and organising a successful reintegration into school. Arrangements for reintegration (or other future education arrangements) will need to take into account any ongoing health problems or disabilities that they may have.
- When reintegration is anticipated, work with the local authority to:

- a) 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
- b) 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)
- c) Create individually tailored reintegration plans for each child returning to school
- d) Consider whether any reasonable adjustments need to be made

## Local Authority arrangements

If the school can't make suitable arrangements, London Borough of Hillingdon will become responsible for arranging suitable education for these pupils. Where the Local Authority (LA) is involved in arranging provision, the expectation from the school is that the LA will:

- Arrange suitable full-time education (or as much education as the child's health condition allows) for children of compulsory school age who, because of illness (validated and evidenced, as necessary, by a medical doctor and meeting the Local Authority's requirements), would otherwise not receive suitable education. Full time education will not always mean providing the same number of hours of face-to-face provision. For example, a provision equivalent to full-time education could be achieved with fewer hours if a pupil is receiving one-to-one tuition as the provision is more concentrated. Where a child is not well enough for full-time education, arrangements can be made for fewer hours.
- Provide such education as soon as it is known that the child will be away from school for 15 days or more, whether consecutive or cumulative. They should liaise with appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the child.
- Liaise effectively with the school as there may be circumstances in which suitable alternative education is already in place, e.g. if the child is receiving education at a hospital school. In such circumstances, the school would only expect the local authority to intervene if the school or LA has reason to think that the education provision being made is unsuitable or insufficient.
- Ensure that the education children receive is of good quality, is broad and balanced and allows them to take appropriate external tests, prevents them from slipping behind their peers in school and allows them to reintegrate successfully into school as soon as possible. It should enable pupils to make good progress, especially in the core subjects of English, Mathematics and Science. It should also maintain continuity of education provision with our own school curriculum.
- Provide a named Senior Officer with responsibility for educational provision for children with health needs. The named officer for Hillingdon is Daniel Kennedy, Corporate Director for Planning, Environment, Education and Community Safety Director of Housing,
- Support effective collaboration between all relevant services (LAs, CAMHS, NHS, schools and, where relevant, school nurses) in delivering effective education for children with additional health needs.

## Monitoring and review of alternative education provision

Pupil progress will be reviewed at least every six weeks by the Pupil Support Team in consultation with the parent/carer, the school and the pupil (as appropriate). It is recognised that a child's educational needs and ability to access education may change depending on their health and that the programme may need to be flexible to accommodate this.

## Monitoring and Evaluation

Under the Children and Families Bill 2013, a new duty on governing bodies to support pupils at school with medical needs came into force in September 2014. This duty applies to schools, academies and pupil referral units.

See also: Hillingdon's 'The education of children and young people unable to attend school because

of additional health needs', updated October 2021.

[The education of children and young people unable to attend school because of additional health needs - Hillingdon Council](#)

This policy will be reviewed annually. At every review, it will be approved by the full governing board.

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions