

Beverley High School



Access to Education for Pupils with Medical Needs Policy

Date: June 2015

Review: June 2018

This policy document is available in a variety of formats in line with the Equality Act 2010. It is available as a hard copy from the School Office or can be found on the School website at www.beverleyhigh.net

Access to Education for Pupils with Medical Needs Policy

The Governors and staff of Beverley High School fully recognise the importance of safeguarding children and play a full and active part in protecting pupils from harm.

In developing the Access to Education for Pupils with Medical Needs Policy due consideration has been given to Beverley High School's Child Protection and Safeguarding Children Policy and the East Riding Safeguarding Children Board (ERSCB) Procedures.

Pupils on the roll at Beverley High School who are unable to attend because of medical needs will at all times remain the responsibility of the school and the Local Authority. This forms part of Section 19 of the Education Act 1996 relating to the provision of education for pupils with medical needs which states:

Each local education authority shall make arrangements for the provision of suitable education at school or otherwise than at school for those children of compulsory school age who, by reason of illness.

We believe that our school should provide a caring, positive, safe and stimulating environment which promotes the social, physical, emotional and moral development of each pupil. Pupils who have a medical needs which can result in them either attending school intermittently or not at all should expect as far as is possible the same from their education provision and the policy should reflect this.

Aims of the policy

- To assist and support the Home Tuition Service, Hospital School Service and any other relevant agencies in providing suitable and flexible education for the pupil in order to meet their individual needs.
- To ensure the education provided is responsive to the demands of what may be a changing health status for the pupil.
- To ensure all parties are working towards the pupil's eventual reintegration into mainstream education when their health permits this process.

Linked Documents:

- Child Protection and Safeguarding Children Policy
- East Riding Safeguarding Children Board (ERSCB) Procedures
- SEND Policy
- Supporting Pupils at School with Medical Conditions Policy and Procedures
- Equalities Act 2010

- Ensuring a Good Education for Children Who Cannot Attend School Because of Health Needs. Statutory Guidance for Local Authorities. (DfE -00307-2013)
- East Riding Home Tuition Service Information and Advice :

<http://www2.eastridinggov.uk/learning/schools-colleges-and-academies/school-attendance/eastriding-home-tuition-service/>

The East Riding Home Tuition Service

The main provider of education for those pupils unable to attend school due to medical conditions is the East Riding Home Tuition Service.

The East Riding Home Tuition Service provides temporary educational support for pupils who are unable to attend school for medical reasons. The purpose is to minimise disruption to education for pupils who have a physical or mental health condition or those who have sustained an injury. It also provides support for pregnant pupils and young mothers.

Full details of the service provided by the Home Tuition Service including the criteria for a referral can be accessed at:

<http://www2.eastridinggov.uk/learning/schools-colleges-and-academies/school-attendance/eastriding-home-tuition-service/>

This site includes all relevant referral documentation and a PDF leaflet detailing the service which can be given to pupils and parents.

Responsibilities of the school

All school staff have a role to play in the provision of education for those pupils who are unable to attend school because of a medical condition.

The key staff who are responsible for the co-ordination of this provision are:

- Miss Chantelle Smith, Deputy Child Protection and Attendance Manager
- Mrs Kim Mayfield, Wellbeing Manager

Their responsibilities are:

- Ensuring that the Home Tuition Service and the Education Welfare Officer have been notified at the earliest opportunity if any pupil is, or likely to be, away from school due to medical needs for more than 15 working days, whether consecutive or cumulative. Where the absence is planned e.g. planned hospital admission they should liaise with the Home Tuition Service in advance to allow provision to begin as soon as possible.

- Ensuring the appropriate referral form for Home Tuition has been completed. In order to process the referral the Home Tuition service require a written recommendation from the appropriate medical authority that the pupil is unable to attend school and that home tuition should be allocated. The school should, with the pupil's knowledge share relevant information regarding the services who are working with the pupil in order to assist in this process.
- Liaising with the Home Tuition Service and any other relevant agencies e.g. Child and Adolescent Mental Health Service (CAMHS) to provide information about the pupil's health needs, progress and attainment in order that an appropriate Personal Education Plan can be agreed. If the pupil has an Individual HealthCare Plan, Education HealthCare Plan or Statement of Educational Needs these may form part of the Personal Education Plan.
- Ensuring that the appropriate teaching staff provide work for the pupil throughout the period of home tuition which is as similar as possible to the work the pupil would be undertaking if attending school.
- Ensuring that relevant and suitable teaching materials and resources are made available to the pupil, including where appropriate access to electronic resources/equipment. This may include differentiated resources in order that any additional needs are met.
- Ensuring information about attainment targets is provided in order to secure continuity within the context of the National Curriculum at the appropriate Key Stage and Level for the pupil.
- Ensuring that teaching staff are active in the monitoring of progress, including the assessment of coursework relating to examinations.
- Ensuring any work completed by the pupil is marked in line with the schools Marking Policy and that it is returned to the pupil.
- Ensuring efficient and effective planning for public examinations including applications to exam boards/awarding bodies for exam concessions and where relevant exam considerations.
- Providing invigilators should it become necessary for any pupil to take public examinations in their home environment.
- Ensure review meetings are held as appropriate in order to fully support the pupil and their family. These meetings must allow the pupil to express their wishes and be involved in the decision making process.
- Ensuring that the pupil is kept informed about school events and activities this should include liaison with parents to facilitate any access to any relevant activities including educational visits.

- Ensuring liaison with the Home Tuition Service or any other providers of education e.g. Hospital School Service to maintain accurate attendance records.
- Making arrangements for the pupil to access careers interviews and work experience placements if relevant.
- Ensuring that staff are active in supporting any reintegration into school and liaising with other agencies as appropriate e.g. Youth and Family Support Services including the development of an individually tailored reintegration plan for the pupil.
- Ensuring any of the pupil's siblings are supported in school, they may be undertaking a carer's role within the family which could impact on their academic progress and wellbeing.

This Policy also relates to any pupil who may become pregnant and young mothers. During pregnancy if the pupil's health permits, they should be encouraged to remain at school for as long as possible in order to access education. The school will make reasonable adjustments to support their attendance e.g. flexible timetables, consideration of venue and undertake any appropriate risk assessments.

Reintegration

All pupils receive support from Home Tuition Service in the knowledge that their ultimate goal should be to return to school as soon as their health permits.

The reintegration plan may include extra support from staff in order to assist the pupil to fill any gaps in their knowledge arising from their absence.

The school must consider whether they need to make any reasonable adjustments to provide suitable access for the pupil during and after the reintegration process and ensure the venue provided meets their needs.

In some cases the reintegration plan may include support from the Home Tutor in school; the school should ensure the tutors are made aware of school procedures when on site including Safeguarding and Health and Safety.

In order to meet the individual needs of the pupil on their return to school additional training for school staff may be required, where possible this should be facilitated before the pupil begins the reintegration process.

Regular meetings should be held in order to review the reintegration plan.

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Next Review date: June 2018