

THE FEDERATION OF BURLEY AND SOPLEY PRIMARY SCHOOLS



Children with Health Needs Who Cannot Attend School Policy

Date of issue	Summer '25	Date to be revised	Summer '26
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Names of relevant post holders

Post	Holder	Post	Holder
Headteacher	Nanette Allies	Attendance Officer	Lesley Lillis
SENDCo/Inclusion Lead	Claire Bleakley	Chair of Governors	Gail Radford

Revision Log (last 5 changes)

Date	Version No	Brief details of change
11/05/2023	1	Policy created.
08/03/2023	2	Hampshire Guidance updated Dec '23
12/03/2024	3	No changes - Hampshire Guidance updated Dec '23
11/06/2025	4	No changes - Hampshire Guidance updated Dec '23

1. Introduction

Our schools aim to support the local authority and ensure that all children who are unable to attend school due to health needs, and who would not receive suitable education without such provision, continue to have access to as much education as their medical condition allows, to enable them to reach their full potential.

Due to the nature of their health needs, some children may be admitted to hospital or placed in alternative forms of education provision. We recognise that, whenever possible, pupils should receive their education within their school and the aim of the provision will be to reintegrate pupils back into school as soon as they are well enough.

We understand that we have a continuing role in a pupil's education whilst they are not attending the school and will work with the local authority, healthcare partners and families to ensure that all children with health needs receive the right level of support to enable them to maintain links with their education.

The Headteacher and SENDCo are responsible for the implementation of this policy.

2. Local authority duties

This section is in accordance with the Department for Education statutory guidance:-

[Arranging education for children who cannot attend school because of health needs - Dec '23](#)

Where a child cannot attend school because of a physical or mental health need, and cannot access suitable full-time education, the local authority is responsible for arranging suitable alternative provision.

3. Children with medical conditions who cannot attend school

Where possible we will continue to provide education to children with health needs who cannot attend school.

When a child is already attending school, there are a range of circumstances where their health needs can and should be managed by the school so that they can continue to be educated there without the need for the intervention of the local authority.

We follow [Supporting pupils at school with medical conditions](#) and [Responsibilities when mental health issues are impacting on a child's attendance](#) guidance which outlines the expectations for schools in this respect.

The local authority does not need to become involved in such arrangements unless it has reason to believe that the education being provided by the school is unsuitable.

4. Working together

Parents and carers have an important role to play and can provide necessary information about the child and their needs, whether the child is at home or in hospital. Parents and carers should always be consulted before new provision begins. Children should also be involved in decision making from the start. How a child is engaged should reflect their age and maturity. This will help ensure that the right provision is offered and encourage the child's commitment and engagement.

5. Definitions

Children who are unable to attend school as a result of their medical needs may include those with:

- Physical health issues.
- Physical injuries
- Mental health problems, including anxiety issues.
- Emotional difficulties or school refusal.
- Progressive conditions.
- Terminal illnesses
- Chronic illnesses.

6. Roles and Responsibilities

The Governors are responsible for:

- Ensuring arrangements for pupils who cannot attend school as a result of their health needs are in place and are effectively implemented.
- Ensuring the termly review of the arrangements made for pupils who cannot attend school due to their health needs.
- Ensuring the roles and responsibilities of those involved in the arrangements to support the needs of pupils are clear and understood by all.
- Ensuring robust systems are in place for dealing with health emergencies and critical incidents, for both on- and off-site activities.
- Ensuring staff with responsibility for supporting pupils with health needs are appropriately trained.

The Headteacher is responsible for:

- Working with the Governors to ensure compliance with the relevant statutory duties when supporting pupils with health needs.
- Ensuring the support put in place focuses on and meets the needs of individual pupils.
- Arranging appropriate training for staff with responsibility for supporting pupils with health needs.

- Providing teachers who support pupils with health needs with suitable information relating to a pupil's health condition and the possible effect the condition and/or medication taken has on the pupil.
- Providing reports to the Governors on the effectiveness of the arrangements in place to meet the health needs of pupils.
- Notifying the local authority when a pupil is likely to be away from the school for a significant period of time due to their health needs.

The Inclusion Lead is responsible for:

- Working collaboratively with parents and other professionals to develop arrangements to meet the best interests of children.
- Ensuring the arrangements put in place to meet pupils' health needs are fully understood by all those involved and acted upon.
- Actively monitoring pupil progress and reintegration into school.
- Supplying pupils' education providers with information about the child's capabilities, progress and outcomes.
- Liaising with the Headteacher, education providers and parents to determine pupils' programmes of study whilst they are absent from school.
- Keeping pupils informed about school events and encouraging communication with their peers.
- Providing a link between pupils and their parents, and the local authority.

Teachers and support staff are responsible for:

- Understanding confidentiality in respect of pupils' health needs.
- Designing lessons and activities in a way that allows those with health needs to participate fully and ensuring pupils are not excluded from activities that they wish to take part in without a clear evidence based reason.
- Understanding their role in supporting pupils with health needs and ensuring they attend the required training.
- Ensuring they are aware of the needs of their pupils through the appropriate and lawful sharing of the individual pupil's health needs.
- Ensuring they are aware of the signs, symptoms and triggers of common life-threatening medical conditions and know what to do in an emergency.
- Keeping parents informed of how their child's health needs are affecting them whilst in the school

Parents are expected to:

- Ensuring the regular and punctual attendance of their child at the school where possible.
- Working in partnership with the school to ensure the best possible outcomes for their child.
- Notifying the school of the reason for any of their child's absences without delay.
- Providing the school with sufficient and up-to-date information about their child's health needs.
- Attending meetings to discuss how support for their child should be planned.

6. Managing Absences

The school will provide support to pupils who are absent from school because of illness for a period of less than 15 school days by liaising with the pupil's parents to arrange schoolwork as soon as the pupil is able to cope with it or part-time education at school.

The school will give due consideration to which aspects of the curriculum are prioritised in consultation with the pupil, their family and relevant members of staff.

For periods of absence that are expected to last for 15 or more school days, either in one absence or over the course of a school year, the named person with responsibility for pupils with health needs will notify the local authority, who will take responsibility for the pupil and their education.

Where absences are anticipated or known in advance, the school will liaise with the local authority to enable education provision to be provided from the start of the pupil's absence.

For hospital admissions, the Headteacher/Inclusion Lead will liaise with the local authority regarding the programme that should be followed while the pupil is in hospital. The local authority will set up a personal education plan (PEP) for the pupil which will allow the school, the local authority and the provider of the pupil's education to work together.

The school will monitor pupil attendance and mark registers to ensure it is clear whether a pupil is, or should be, receiving education otherwise than at school.

The school will only remove a pupil who is unable to attend school because of additional health needs from the school roll where: - The pupil has been certified by a Medical Officer as unlikely to be in a fit state of health to attend school, before ceasing to be of compulsory school age; and - Neither the pupil nor their parent has indicated to the school the intention to continue to attend the school, after ceasing to be of compulsory school age.

A pupil unable to attend school because of their health needs will not be removed from the school register without parental consent and certification from the Medical Officer, even if the local authority has become responsible for the pupil's education.

7. Support for Pupils

To help ensure a pupil with additional health needs is able to attend school following an extended period of absence, the following adaptations will be considered:

- A personalised or part-time timetable, drafted in consultation with the Headteacher/Inclusion Lead.
- Access to additional support in school.
- Online access to the curriculum from home.
- Movement of lessons to more accessible rooms where possible.
- Places to rest at school.
- Special exam arrangements to manage anxiety or fatigue.

8. Reintegration

When a pupil is considered well enough to return to school, the school will develop a tailored reintegration plan in collaboration with the local authority.

The school will work with the local authority when reintegration into school is anticipated to plan for consistent provision during and after the period of education outside school.

As far as possible, the child will be able to access the curriculum and materials that they would have used in school.

Where appropriate, the school nurse will be involved in the development of the pupil's reintegration plan and informed of the timeline of the plan by the appointed named member of staff, to ensure they can prepare to offer any appropriate support to the pupil.

The school will consider whether any reasonable adjustments need to be made to provide suitable access to the school and the curriculum for the pupil.

For longer absences, the reintegration plan will be developed near to the pupil's likely date of return, to avoid putting unnecessary pressure on an ill pupil or their parents in the early stages of their absence.

The school is aware that some pupils will need gradual reintegration over a long period of time and will always consult with the pupil, their parents and key staff about concerns, medical issues, timing and the preferred pace of return.

The reintegration plan will include:

- The date for planned reintegration, once known.
- Details of regular meetings to discuss reintegration.
- Details of the named member of staff who has responsibility for the pupil
- Clearly stated responsibilities and the rights of all those involved.

- Details of social contacts, including the involvement of peers and mentors during the transition period.
- A programme of small goals leading up to reintegration.

The school will ensure a welcoming environment is developed and encourage pupils and staff to be positive and proactive during the reintegration period.