

# Hawridge and Cholesbury CE School



## Children with health needs who cannot attend school policy

Our Vision is for every child within the Hawridge & Cholesbury family to grow, flourish 'have life and ... have it more abundantly' (John 10:10 KLV); to be fascinated, rounded, eager to make a difference, spiritual and have high aspirations through Jesus' teaching and our curriculum.

We live our vision through our natural setting and our school values:

Respect Teamwork Responsibility Understanding Peace Honesty

**Review date: September 2026**

**Adopted by the governing body on 15 October 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. [Bucks' guidance](#)

## 3. Responsibilities of the school

### 3.1 If the school makes arrangements

Initially, the school will attempt to make the necessary arrangements to deliver suitable education for children with health needs who cannot attend school.

The designated teacher (Caroline Davey) and attendance officer (Heather Woodward) will be responsible for making and monitoring these arrangements, including coordinating work to be sent home/ to hospital and, where parents are available, will meet to consult parents and pupils about these arrangements. These arrangements will be decided on a case by case basis.

The class teacher will keep in regular contact with the pupil, at least weekly. They will arrange for regular class communications to be sent to the pupil. These may take the form of a letter, card, a short video or an audio message. Where possible, the child will be invited to participate in a school-based activity each week, via MS Teams/ Zoom. Other members of staff will be encouraged to support the inclusion of the pupil in the daily life of school.

On return to school, there will be a reintegration meeting so that any additional supportive measures can be put in place, such as a phased return.

### 3.2 If the local authority makes arrangements

If the school can't make suitable arrangements, Buckinghamshire Council will become responsible for arranging suitable education for pupils who

- are unable to attend school because of health reasons
- have been away from school for 15 days or more due to their illness or injury

In these instances, Buckinghamshire Council make arrangements for education to be provided by commissioning a:

- home tuition service

- hospital teaching service at Stoke Mandeville Hospital

Referral will be made by the Designated Teacher Mrs Caroline Davey to Aspire PRU home tuition. Each referral must include supporting medical evidence that the child is unable to attend school due to health reasons. This evidence needs to be a letter from a medical consultant, Community Paediatrician, or qualified CAMHS practitioner. Where this specific medical evidence is not quickly available, supporting evidence from the child's GP will suffice in the interim.

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:
  - 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 the SENDCO, Mrs Caroline Davey. At every review, it will be approved by the full governing board.

## 5. Links to other policies

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions
- Remote Learning Policy