

Children with Medical Needs who Cannot Attend School Policy

Policy last reviewed:	May 2026
Next review due:	May 2027
Member of staff responsible:	Assistant Headteacher – DSL
Governor’s Committee:	FGB

Vision Statement: Our vision is to be a centre of excellence for learning, inspired by Christian values, where every person in our school community fulfils their potential.

Mission Statement: Our mission is to be a deeply Christian inclusive community which values every individual as a child of God.

Values Statement: The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its students.

Dignity Underpinning all that we do is the core belief in the ultimate worth of each person as a child of God – precious, valued and loved by God. Dignity comes from the knowledge of our ultimate worth as human beings.

Community Having understood our value as individual human beings, we express this value through the quality of the relationships that we share with each other. Community, living well together, is of very great importance to us as a school, as is the place we each take in the wider community locally, nationally and internationally.

Wisdom As a school we seek to foster confidence, delight and discipline in seeking wisdom, knowledge and truth. This is achieved through the nurturing of academic habits and skills, emotional intelligence, resilience and creativity across the breadth of the curriculum.

Hope As we prepare our students for the future we look to open up horizons of hope and aspiration, encouraging our students to embrace these with confidence and sending them out to make a difference to the world in which they live.

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Aim

This policy aims to ensure that suitable education is arranged for pupils on roll who cannot attend school due to health needs. That students, staff and parents understand what the school is responsible for when this education is being provided by the Local Authority.

This policy reflects the requirements of the Education Act 1996. It is also based on guidance provided the Local Authority, West Sussex County Council.

This policy also reflects the statutory guidance *Arranging education for children who cannot attend school because of health needs* (DfE, December 2023), which local authorities must have regard to when fulfilling their duties under Section 19 of the Education Act 1996, and which schools are expected to follow as good practice.

Purpose

HTS is guided by the Department for Education (DfE) document, arranging education for children who cannot attend school because of health needs. This document advises how local authorities and schools can best support children who cannot attend school because of physical or mental health needs.

There will 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 WSCC – 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 WSCC 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.

Identifying Students

It is anticipated that, in the majority of cases, parents will inform the school if their child is unable to attend long-term for medical reasons and that arrangements for educational provision will be agreed with the parent at that point. In the event that this is not the case, the attendance of students is carefully monitored by Year Leads by means of regular meetings with the attendance officer and at these meetings, any student having more than 15 days off school for medical reasons will be highlighted and parents will be contacted to discuss whether provision needs to be put in place.

The 15 days may be consecutive or cumulative over the course of a school year and may include planned absences, for example for medical treatment or hospital admissions.

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Use of Medical Evidence

The school will use medical evidence to better understand the child's needs and identify appropriate educational provision. This may include information from a GP, consultant, CAMHS or other relevant medical professionals.

Where specific medical evidence is not immediately available, the school will consider other available information and will not delay the provision of education unnecessarily. Once evidence has been provided, the school and/or local authority will not routinely request repeated medical evidence without good reason.

If the School makes the arrangements

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

- The Assistant Head (DSL), Assistant Head (Inclusion) will oversee all arrangements for students unable to attend school due to their medical needs and will liaise with all external services.
- The Year Leader may be instructed to communicate with families once arrangements have been agreed.
- These arrangements may include remote learning, access to technology or exam access arrangements.
- Students with medical needs who cannot attend school will be given a Learning Support Guide and Student Voice to record their views about their needs. These will also be shared with parents and their views considered.
- On re-integration a transition timetable will be agreed and appropriate academic or pastoral support put in place.
- Attendance will be reviewed weekly and arrangements checked fortnightly to ensure that the provision in place is effective and appropriate.
- Should the arrangements put in place prove unsuccessful (e.g if the student does not engage with the provision or the medical needs are such that the provision the school can provide is unsuitable), a referral will be made to West Sussex via the Fair Access team.

If the local authority makes the arrangements

If the school can't make suitable arrangements, WSCC will become responsible for arranging suitable education for these children. The DfE Arranging Education for Children who cannot attend school because of health needs guidance states that where the local authority becomes responsible for arranging provision, suitable education should begin as soon as possible and, at the latest, by the sixth day of absence once it is clear that the child will be away from school for 15 days or more, whether consecutive or cumulative.

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They should liaise with appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the child.

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 student
- 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 student to access the same curriculum and materials that they would have used in school as far as possible
- Enable the student 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
- A pupil will not be removed from the school roll solely because of medical absence unless the specific legal criteria under the Education (Pupil Registration) (England) Regulations 2006 are met.

Full-time & Part-time Provisional

Where education is arranged outside of school, it should normally be full-time and equivalent to that provided in a mainstream setting, as far as the child's health allows.

Where full-time education is not in the child's best interests due to health needs, part-time education may be provided. Such arrangements will be reviewed regularly with the aim of increasing provision to full-time as the child's health improves.

Children We Care For

Where a child with medical needs is Looked After, the school will work closely with the Local Authority, the Designated Teacher and the Virtual School Head to ensure appropriate educational provision and support are in place throughout the period of absence and on reintegration.

Raising Concerns

If parents or carers have concerns about the education being provided, they should first discuss these with the school. If concerns cannot be resolved, parents may follow the school's complaints procedure which can be found on our website: [Policies | The Holy Trinity Church of England Secondary School](#)

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Where provision is arranged by the local authority, concerns may also be raised directly with West Sussex County Council.

Monitoring arrangements

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

The school links with External Services

Special Educational needs and disability (SEND) services
Child and Adolescent Mental Health Services (CAMHs)
Education Welfare and Attendance Improvement Services
Educational Psychologists
School Nurses, where relevant

Links to other policies

This policy links to the following policies:

School Policy - Accessibility plan

School Policy – Special Educational Needs and Disability Policy

The DfE Arranging Education for Children who cannot attend school because of health needs