



Policy for children with health needs who cannot attend school

OAKWOOD PARK GRAMMAR SCHOOL	
Approval status	Approved
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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, parents and governors understand what the school is responsible for when this education is being provided by the local authority.

OPGS aims to ensure that all children who are unable to attend school due to medical needs, and who would not receive suitable education without such provision, continue to have access to as much education as their medical condition allows, in order to ensure that they can fulfil their academic potential and engage with extra-curricular activities where appropriate or possible. Due to the nature of their health needs, some children may be admitted to hospital or referred to a specialist, alternative form of education provision, such as that provided by The Rosewood School [The Rosewood School \(trs.kent.sch.uk\)](https://www.tr.sch.uk) however the aim of the provision will be to reintegrate pupils back into school as soon as they are well enough.

OPGS understands that it has a continuing role in a pupil's education whilst they are not in school and will work with the Local Authority, healthcare partners, professionals and families to ensure that all children with medical needs receive the right level of support.

2. Legislation and guidance

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Education Act 1996
- The Education (Pupil Registration) (England) Regulations 2006

This policy is also based on the following statutory guidance from the Department for Education:

- Alternative provision
- Arranging education for children who cannot attend school because of health needs

3.1 The School's Responsibilities

Where a pupil has a complex or long-term health issue, the school will discuss the pupil's needs with parents and consider how their needs may be best met in conjunction with the Local Authority, relevant medical professionals and, where appropriate, the pupil. No child with health needs will be removed from the school register without parental consent. The school will support pupils with health needs to attend full-time education wherever possible, or the school may make reasonable adjustments to pupils' programmes of study where medical evidence supports the need for those adjustments. These reasonable adjustments may be recorded in a pupil's individual healthcare plan (IHCPs), in accordance with the 'Supporting Pupils with Medical Conditions Policy.'

Pupils admitted to hospital will receive education as determined appropriate by the medical professionals and hospital tuition team at the hospital concerned. During a period of absence, the school will work with the provider of the pupil's education to establish and maintain regular communication and effective outcomes. Where appropriate, the school will provide the pupil's education provider with relevant information, curriculum materials and resources.

Whilst a pupil is away from school, the school will ensure the pupil can successfully remain in touch with their school through school newsletters, emails and access to the Edulink portal.

The school will make 'reasonable adjustments' to deliver, or secure a suitable education for children with health needs who cannot attend school. As stated in DfE guidance, 'Providing remote education' 'It may be challenging or impossible for the school to deliver remotely the kind of approach that it does in the classroom' and as stated in the guidance, in these instances the school will work with the local authority for 'other ways in which it and the local authority can meet its statutory duties, working closely with the parents or carers.'

Once the pupil is able, they will be integrated back into school with alternative arrangements to make this possible. These will be discussed with parents and the pupil in conjunction with any medical advice from other professionals. To help ensure a pupil with additional health needs is able to attend school following an extended period of absence, adaptations may need to be considered including:

- a personalised, temporary part-time timetable, drafted in consultation with parents and the named staff member;
- access to additional support in school;
- movement of lessons to more accessible rooms;
- places to rest at school;
- special exam arrangements to manage anxiety or fatigue.
- alternative provision for break or lunch times.

Students receiving an education from an educational health needs provider such as The Rosewood School will be dual rolled until the child is able to return to OPGS.

3.2 The Local Authority's Role and Responsibilities

If our school cannot make suitable arrangements, or if it is clear that a child will be away from school for 15 days (consecutive or over the course of the year) or more because of their health needs, the local authority, Kent County Council, will become responsible for arranging suitable education for these children.

When the local authority arranges alternative education, the education should begin as soon as possible, and at the latest by the 6th day of the child's absence from school.

Where full-time education is not in the child's best interest for reasons relating to their physical or mental health, the local authority must arrange part-time education on whatever basis it considers to be in the child's best interests.

In cases where the local authority makes the arrangements, our school will:

- Provide to the local authority, at agreed intervals, the full name and address of any pupils of compulsory school age who are not attending school regularly due to their health needs
- Work constructively with the local authority, providers, relevant agencies and parents/carers to ensure the best outcomes for the child
- Collaborate with the local authority to ensure continuity of provision and consistency of curriculum, including making information available about the curriculum
- Along with the local authority, regularly review the provision offered to ensure it continues to be appropriate for the child and that it is providing suitable education
- Share information with the local authority and relevant health services as required
- When a child has complex or long-term health issues, work with the local authority, parents/carers and the relevant health services to decide how best to meet the child's needs (e.g. through individual support, arranging alternative provision or by them remaining at school, being supported at home and back into school after each absence)
- Where possible, allow the child to take examinations at the same time as their peers, and work with the local authority to support this
- Help make sure 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 child to access the same curriculum and materials that they would have used in school as far as possible, including through digital resources
- Enable the child to stay in touch with school life (e.g. through newsletters, emails, digital learning platforms, social media platforms, invitations to school events or internet links to lessons from their school), and, where appropriate, through educational visits
- Create individually tailored reintegration plans for each child returning to school, which includes extra support to fill any gaps arising from the absence
- Consider whether any reasonable adjustments need to be made

3.3 The Governing Body and Headteacher

The Governing Board and Headteacher are responsible for:

- Ensuring arrangements for pupils who cannot attend school as a result of their medical needs are in place and are effectively implemented.
- Ensuring the regular review of the arrangements made for pupils who cannot attend school due to their medical 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.
- Appointing a named member of staff who is responsible for pupils with healthcare needs and liaises with parents, pupils, the Local Authority, key workers and others involved in the pupil's care.
- 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.
- Notifying the LA when a pupil is likely to be away from the school for a significant period of time due to their health needs.

3.4 The SENCO

The SENCO is responsible for:

- Pupils who are unable to attend school because of medical needs.
- 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.
- Liaising with medical professionals as appropriate.
- Providing a link between pupils and their parents, and the Local Authority.
- Ensuring teachers and support staff are kept informed of the health needs relating to pupils they work with.

3.5 Teachers and Support Staff

Teachers and Support Staff are responsible for:

- Understanding confidentiality in respect of pupils' health needs.
- Understanding their role in supporting pupils with health needs and ensuring they attend any required training.
- Ensuring they are aware of the needs of their pupils through the appropriate sharing of the individual pupil's health needs.
- Ensuring they are aware of the signs, symptoms and triggers in relation to the medical needs of the pupil and know what to do in an emergency.
- Reading and understanding any medical care plans and reporting any concerns to the SENCO.
- Keeping parents informed of how their child's health needs are affecting them whilst in the school.

4. Absences

Pupils who are absent because of illness can be supported through liaison with the pupil's parents, it may be possible for part-time education at school or a gradual phased

return to full-time attendance. A part-time timetable should be for an agreed fixed period of time which will prioritise face to face time in 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 appointed named member of staff will liaise with the Local Authority regarding the programme that should be followed while the pupil is in hospital. 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 make a plan to support attendance through reasonable adjustments taking into account individual circumstances of the pupil and will be mindful of its safeguarding responsibilities as set out in Keeping Children Safe in Education.

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 issues, including anxiety issues.
- Emotional Based School Avoidance.
- Progressive conditions.
- Terminal illnesses.
- Chronic illnesses.

6. Links to Other Policies

This policy links to the following policies:

- Accessibility Plan
- Supporting Pupils with Medical Conditions
- Attendance Policy
- Safeguarding Policy
- SEND
- Equalities Policy