KATHARINE LADY BERKELEY'S SCHOOL
FOUNDED 1384

Policy for Children with Health Needs Who Cannot Attend School

Reviewed by: Senior Leadership Team

Reviewed: August 2026

Contents

1.0 Policy Aims 2
2.0 Legislation and guidance 2
3.0 Responsibilities of the parent/carer 2
4.0 Responsibilities of the school 2
5.0 Monitoring and review 4

1.0 Policy Aims

1.1 This policy aims to ensure that:

1.1.1 Suitable education is arranged for children on roll who cannot attend school due to health needs

1.1.2 Children, staff and parents understand what the school is responsible for when this education is being provided by the local authority

2.0 Legislation and guidance

2.1 This policy reflects the requirements of the Education Act 1996.

2.2 It is also based on guidance provided by our local authority GCC LA Guidance for Schools.

2.3 General good practice is outline in the DFE Guidance.

3.0 Responsibilities of the parent/carer

3.1 If a child has health needs that are preventing the child from attending school, parents should seek professional medical advice to get the child the support they need outside of school.

3.2 It is also the parent/carers responsibility to get appropriate medical evidence that specifies the child's specific health need, its impact on attendance and the reasonable adjustments that school could consider.

3.3 This medical evidence should be updated every 6 weeks.

4.0 Responsibilities of the school

4.1 If the school makes arrangements:

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

4.1.2 The Pastoral Team will be responsible for making and monitoring these arrangements.

4.1.3 A meeting will be held with parents/carers to discuss arrangements. A plan will be drawn up detailing agreed actions from the discussion. This will be shared with all key staff.

4.1.4 Arrangements may include: alternative provision in school; sending work home; or providing alternative notes and resources.

4.1.5 Children will be reintegrated back into school according to their need and in full consultation with the parents, child and other relevant professionals. Where appropriate, we will also attempt to maintain social contact with the young person's peer group.

4.1.6 Where a part time timetable is the agreed arrangement for the child, this will be reviewed every two weeks with the intentions of increasing the timetable where possible in line with legal responsibilities.

4.1.7 Subject teachers will provide work in line with the curriculum every term and this will be collated by the attendance team and then sent home for completion.

4.1.7.1 When this work is completed and returned to school, subject teachers will mark the work and provide feedback.

4.1.7.2 School will send out additional work for completion, once the work has been returned to school.

4.1.8 Where a child is not physically accessing an education setting due to health needs, a wellbeing check will take place every 10 school days to ensure that we are meeting safeguarding responsibilities.

4.2 If the school can't make suitable arrangements, Gloucestershire County Council will become responsible for arranging suitable education for these children.

4.3 If the local authority makes arrangements, it should

4.3.1 Aim to provide such education as soon as it is clear that a pupil will be away from school for 15 days or more, whether consecutive or cumulative. They should liaise with the school and appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the child. Ensure the education the child receives is of good quality, allows them to take appropriate qualifications, prevents them from falling behind their peers in school, and allows them to reintegrate successfully back into school as soon as possible.

4.3.2 Address the needs of individual children in arranging provision.

4.3.3 Have a named officer responsible for the education of children with additional health needs and ensure parents know who this is.

4.3.4 Have a written, publicly accessible policy statement on their arrangements to comply with their legal duty towards children with additional health needs.

4.3.5 Review the provision offered regularly to ensure that it continues to be appropriate for the child and that it is providing suitable education.

4.3.6 The process for referring a child to the local authority is generally made by hospital consultants, community pediatricians or tier 3 CAMHS (Child and Adolescent Mental health Services).

4.3.7 Gloucestershire Teenage Pregnancy Midwives refer pregnant schoolgirls to GHES for access to parenting course taught on school site during pregnancy and then for tuition at home during maternity leave from school.

4.3.8 Up to full-time equivalent education is on offer and medical professionals guide GHES on the appropriate amount and type of provision for each pupil according to their health needs.

4.3.9 Support is made available as appropriate to the needs of the individual young person and their ability to access the support. Provision is reviewed regularly. Each pupil receives a bespoke, personalised education package.

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

4.4.1 Complete a 'Commissioning Checklist and Service Level Agreement' for any alternative provision for quality assurance and safeguarding purposes.

4.4.2 Work constructively with the local authority, providers, relevant agencies and parents to ensure the best outcomes for the child

4.4.3 Share information with the local authority and relevant health services as required

4.4.4 Help make sure that the provision offered to the child is as effective as possible and that the child can be reintegrated back into school successfully

4.4.5 When reintegration is anticipated, work with the local authority to:

4.4.6 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

4.4.7 Enable the child to stay in touch with school life (e.g. through newsletters, emails, invitations to school events or visiting school during social hours to keep in touch with peers)

4.4.8 Create individually tailored reintegration plans for each child returning to school

4.4.9 Consider whether any reasonable adjustments need to be made

5.0 Monitoring and review

5.1 This policy will be reviewed annually by the Deputy Headteacher i/c pastoral care. At every review, it will be approved by the full trustees board.

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