



**CHILDREN WITH MEDICAL  
NEEDS WHO CANNOT  
ATTEND SCHOOL POLICY**

**Holy Trinity CE Primary School**

## **OUR TRUST PRAYER**

Heavenly Father,  
Let peace, friendship and love grow in our schools.  
Send the Holy Spirit to give  
excellence to our learning,  
love to our actions and  
joy to our worship.  
Guide us to help others,  
so that we may all  
Learn, Love and Achieve, Together with Jesus.  
Amen

## 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.

Holy Trinity CE Primary School 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, 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 in school and will work with the Local Authority, healthcare partners and families to ensure that all children with medical needs receive the right level of support to enable them to maintain links with their education.

## 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
- Equality Act 2010
- Data Protection Act 2018

DfE ['Ensuring a good education for children who cannot attend school because of health needs' \(2013\)](#).

DfE Supporting pupils at school with medical conditions

## 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 LA, relevant medical professionals and, where appropriate, the pupil.

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 school's 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, Invitations to school events, cards or letters from peers and staff. Initially, the school will attempt to make arrangements to deliver a suitable education for children with health needs who cannot attend school. The Headteacher and SENDCo will be responsible for making and monitoring these arrangements.

The school will discuss arrangements for working from home or hospital with parents/carers. A plan will be drawn up detailing agreed actions from the discussion, the plan will be signed by school and parents/carers. The plan will then be carried out to deliver education to the child.

Arrangements could include sending work home, the pupil attending a hospital school whilst they are an in-patient, a member of staff to support work online learning such as Dojo and Microsoft Teams. Work will be prepared by class teachers.

Once the pupil is able, they will be integrated back into school with alternative arrangements to make it 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 or part-time timetable, drafted in consultation with parents and the named staff member;
- access to additional support in school;
- online access to the curriculum from home;
- 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.

## The Local Authority's Role and Responsibilities

Local Authorities are responsible for arranging suitable full-time education for pupils of compulsory school age who, because of illness, would not receive suitable education without such provision, as set out in DfE ['Ensuring a good education for children who cannot attend school because of health needs' \(2013\)](#). This applies whether or not they are on the roll of a school and whatever the type of school they attend. The law does not define full-time education but children with health needs should have provision which is equivalent to the education they would receive in school. If they receive one-to-one tuition, for example, the hours of face-to-face provision could be fewer as the provision is more concentrated.

Where full-time education would not be in the best interests of a pupil because of reasons relating to their physical or mental health, Local Authorities should provide part-time education on a basis they consider to be in the child's best interests. Full and part-time education should still aim to achieve good academic attainment particularly in English, Maths and Science.

### The LA should:

- Provide such education as soon as it is clear that the child will be away from school for 15 days or more, whether consecutive or cumulative. They should liaise with appropriate medical professionals to ensure minimal delay in arranging appropriate provision for the child.
- Ensure that the education children receive is of good quality, as defined in the statutory guidance *Alternative Provision (2013)*, allows them to take appropriate qualifications, prevents them from slipping behind their peers in school and allows them to reintegrate successfully back into school as soon as possible.
- Have a named officer responsible for the education of children with additional health needs, and parents should know who that person is.
- Have a written, publicly accessible policy statement on their arrangements to comply with their legal duty towards children with additional health needs. The policy should make links with related services in the area - for example, Special Educational Needs and Disability Services (SEND), Child and Adolescent Mental

Health Services (CAMHS), Education Welfare/Attendance Improvement Services, educational psychologists, and, where relevant, school nurses.

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

Address the needs of individual pupils in arranging provision.

### **The Local Authority should not:**

- Have processes or policies in place which prevent a child from getting the right type of provision and a good education.
- Withhold or reduce the provision, or type of provision, for a child because of how much it will cost.
- Have policies based upon the percentage of time a child is able to attend school rather than whether the child is receiving a suitable education during that attendance.
- Have lists of health conditions which dictate whether or not they will arrange education for children or inflexible policies which result in children going without suitable full-time education (or as much education as their health condition allows them to participate in).

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

- Work constructively with the local authority, education 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 to ensure 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, **the school will 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.

## **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 LA, 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.

## **The SENDCo**

The SENDCo 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 LA.
- Ensuring teachers and support staff are kept informed of the health needs relating to pupils they work with.

## **Teachers and Support Staff**

Teachers and Support Staff are responsible for:

- Understanding confidentiality in respect of pupils' health needs.
- Designing lessons and activities in a way that allows pupils with health needs to participate fully, ensuring they 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 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 SENDCo.
- Keeping parents informed of how their child's health needs are affecting them whilst in the school.

## **Contact Information**

The named contact in regard to this policy is: Simon Jones who can be contacted at: [holytrinity@ldst.org.uk](mailto:holytrinity@ldst.org.uk).

Local Authority Information and the LA Policy can be found here: [Sefton Local Authority](#)

## **Complaints and concerns**

Any concerns should in the first instance be raised with Simon Jones (Executive Headteacher) inline with the LDST Compliments and Complaints Procedure which is available on the school website.

This policy will be reviewed annually or in the event of changes to statutory guidance or relevant legislation.

## Revision Schedule

| Version | Revisions                             | By whom  |
|---------|---------------------------------------|----------|
| 1.0     | April 2026 Original document produced | S. Jones |
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