



Kings Langley School

Unlocking Potential for Life

Education of Children Unable to Attend School for Medical Reasons Policy

Date Agreed – October 2023

Review Date – October 2024



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Education of Children and Young People Unable to attend School for Medical Reasons Policy

Principles

Children and young people with temporary or recurring medical or mental health needs are valued as full and participating members of the Kings Langley School community. The school will do all that it can to ensure that such children are supported through their period of absence from school and sensitively reintegrated once they are well enough to attend.

Children with medical needs will not be disadvantaged regarding admissions to this school. Every application will be considered according to the published admissions criteria as required by law.

Our policy seeks to overcome potential barriers to learning for our students who have medical needs. This includes children who are physically ill or injured, those with mental health problems and pregnant schoolgirls who are unable to attend school for medical reasons.

Aims

- To minimise the interruption and disruption to the student's schooling by continuing education as normally as the student's condition permits and working towards their reintegration into school as soon as possible.
- To ensure the student's education, social and emotional needs are catered for.
- To ensure that wherever possible facilities are available to meet individual needs, e.g., toilet access for students with Crohn's Disease and a medical room for diabetic students within the Learning Support Department.
- To work in partnership with parents/carers, to achieve the best possible outcome for each student and a return to school as possible.
- Where a student is too ill to attend school, we will liaise with parents/carers and outside agencies such as ESMA to help the student to continue their education outside of school.

Designated Member of Staff

The Headteacher or a senior member of staff will identify a member of staff to provide support to the pupil. This may be the Pastoral Leader, Learning Mentor, SENCO or a member of the First Aid Team.

The designated member of staff is responsible for ensuring that the needs of the student with medical needs are met. They will take a strategic role in the student's educational, social and emotional progress. The day-to-day management of these students will be managed by the designated member of staff and the student's Pastoral Leader (if they are not the designated member of staff). To meet their needs in school the designated member of staff will ensure that whatever possible facilities and resources are available to meet individual needs.

The school will at all times aim to work in partnership with parents or carers to ensure the best possible outcomes and a return to school as soon as possible.

The designated member of staff will be responsible for liaising with Education Support for Medical Absence (ESMA), parents/carers and various agencies where the students are too ill to attend



school.

This contact will ensure that procedures are followed when a student is absent from school for medical reasons including procedures to support:

- Early identification
- Referrals
- Personal Education Plans
- Reintegration into school
- Students working towards public examinations
- Involvement of the student
- Provision for siblings
- Pregnant schoolgirls and schoolgirl mothers
- Post 16 support
- Evaluation of provision

Early Identification

All staff take responsibility for the identification for the children/young people who are on school roll but are absent from school with a medical need which may impact on their ability to access the curriculum. This will be monitored through the Attendance Manager, Pastoral Leader, Family Support Worker and the SENCO and overseen by the designated member of staff.

All staff will support the designated member of staff to establish, where possible, the amount of time a student might be absent and identify ways in which the school can support the student in the short term e.g. the use of Microsoft Teams to access schoolwork from home, through the use of online packages such as Bedrock Learning, MyMaths and Oak Academy or through other work supplied by the school.

Referrals

If a referral to ESMA is required, the designated member of staff will discuss a referral to ESMA with the parents/carers and will fill in a Single Service Request Form clearly identifying the Education Support for Medical Absence (ESMA) as the requested provider and request medical evidence from the parent/carer. This will be done in liaison with the SENCO and Pastoral Leader.

The school will ensure that where students with long-term and recurrent conditions are absent, ESMA will be informed, and medical evidence secured. Following the acceptance of the referral the designated member of staff will communicate with other parties, attend reviews and facilitate communication between the student and the school.

Learning Support Department (LSD) and Key Stage Offices

The Learning Support Department (LSD) and Key Stage Offices are specific facilities in the school to assist any student struggling to achieve a full-time timetable. This includes those students unable to attend school due to medical reasons. They will help to facilitate tailored timetables to suit the individual student's needs and will aim to increase attendance as the student's health improves.

The Learning Support Department or the Key Stage Office will facilitate a student's work and access to the curriculum in a supportive and incremental way.



The designated member of staff will liaise with the student, parents/carer and any external services. They will also work with the senior member of staff responsible for authorising and monitoring reduced timetables and support them in completing the required paperwork for the Local Authority.

Reintegration

The school recognises the key role it can play in ensuring successful reintegration of students retuning after a period of illness. We will provide support, together with ESMA staff, to assist a smooth reintegration back into school. We will work in partnership with parents, the Local Authority (HCC) and medical staff, to ensure a flexible approach to meeting the student's needs. We will involve the young person's peers to ensure they support the student's reintegration. We will consider exempting students from the full range of National Curriculum arrangements on a temporary basis whilst they re-adjust to normal school life.

Public Examinations

The school will implement procedures for ensuring that students who are unable to attend school for medical reasons have access to public examinations, possibly as external candidates, and applications for special arrangements are made to the awarding bodies where appropriate and with advice from a medical professional.

Involvement of the Student

The school will ensure that students who are unable to attend school because of medical needs are kept informed about school social events, and extra-curricular activities. This will enable such students to participate, for example in homework clubs, study support and other activities. We will encourage contact with peers through visits, cards and emails where possible and will ensure that all procedures and arrangements take account of students' views.

Provision for siblings

When treatment of a child's condition means that his or her family have to move nearer to a hospital, and there is a sibling of compulsory school age in the school, the school will support the local authority into whose area the family has moved to ensure that the sibling is offered a place, where provision is available, for example, in a local mainstream school or other appropriate setting.

The school will also implement procedures and support required for siblings remaining in the school but impacted on by their siblings' medical condition.

Pregnant Schoolgirls and Schoolgirl Mothers

The school will refer pregnant students at any age to ESMA in order to make sure appropriate support (e.g. teaching, childcare) is available if needed.

The student will remain in school for at least 29 weeks and longer if they are fit and able to do so. If it is agreed and an alternative short-term placement out of school is required, this will be supported in the same way as a student with medical needs. The same curricular and exam liaison procedures will apply.

Post 16

All young people who are absent from school for medical reasons will be referred to the Youth Connexions (YC) Hertfordshire service at the earliest opportunity. They will have access to advice



and guidance from the YC Hertfordshire service to help them prepare for their next steps in education and work to overcome any barriers to participation. One of our aims will be to give intensive support to students facing complex problems.

Where a young person has had their education significantly disrupted for medical reasons and is taking external examinations a year late, we will work together with ESMA during Year 12 to ensure that they are able to complete their statutory education.

Evaluation

This policy statement and the school's performance in supporting students with medical needs will be monitored and evaluated by the Governing Body to ensure the policy enables all children to have equal access to continuity of education.

Statutory Guidance

The policy takes account of the statutory guidance and legislation contained in:

- 'Implementing the Disability Discrimination Act in Schools and Early Years Settings' (2005) (DCSF and Disability Rights Commission)
- 'Removing Barriers to Achievement' 10-year Government Strategy for SEN (2004) DfES ES/0117/2004 DFES ES/0118/2004 (summary)
- The Access to Education Document for children and young people with medical needs Circular 732/2001
- The Special Needs and Disability Act 2001
- The DfE/QCA Guidance on Inclusion contained in 'The National Curriculum' – Handbooks for primary and secondary teachers
- DfES Guidance 'Inclusive Schooling, Children with Special Educational Needs' 2001
- DfE SEND Code of Practice 2014
- CSF, ESMA County Guidance (2021)
- The Equality Act 2010
- DfE Statutory Guidance for Local Authorities: Ensuring a good education for children who cannot attend school for health needs (2013)
- DfE statutory guidance on Supporting Pupils with Medical Conditions (2015)