



Children with health needs Who cannot attend school Policy

Policy Title:	Children With Health Needs Who Cannot Attend School Policy
Last Review:	September 2026
Next Review:	September 2027
Responsibility:	Bursar, Designated Safeguarding Lead, Headmaster
Other relevant policies:	Child Protection Safeguarding Policy Admissions and Attendance Policy Accessibility Plan 24-28

1. Aims

At West House School, we aim to ensure that all children, regardless of circumstance or setting receive an excellent education to enable them to shape their own futures, this is in line with the vision of the school. Where children are unable to attend school because of their health, the school will provide work on the short-term basis, but then liaise with the hospital if applicable.

2. Legislation and guidance

This policy reflects the requirements of the Education Act 1996.

It also based on guidance provided by the Department of Education.

The school recognises its duties under the Equality Act 2010 to ensure that pupils with health needs are not discriminated against and receive reasonable adjustments to support their education. Where a pupil's medical needs intersect with special educational needs or disability, the school will follow the SEND Code of Practice (2015), working closely with the SENCO to ensure appropriate support, reasonable adjustments and, where necessary, consideration of an Education, Health and Care needs assessment.

3. The responsibilities of the school

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

- Work will be sent to the parent / carer via email. If this is not possible, hard copies will be sent home or to the hospital (if applicable)
- The Headmasters PA will be responsible for making and monitoring these arrangements, liaising with the class teacher for applicable work.
- Parents / carers will be consulted regularly if the child is off school for more than 2 weeks.
- When the pupil is ready to return to school, a risk assessment will be completed (if it is the child that has been poorly) in how we can reintegrate the pupils safely back into school.
- The family will be able to stay in touch with school life through the website and Engage Portal. Weekly check-ins by the teacher to the family will be completed.

Individual Healthcare Plans (IHPs)

- For pupils with long-term or complex medical needs, the school will develop an Individual Healthcare Plan (IHP) in collaboration with parents/carers, healthcare professionals, the SENCO and relevant school staff. The IHP will outline the pupil's medical needs, required support, emergency procedures, medication arrangements and reintegration planning. IHPs will be reviewed regularly and updated following any change in medical advice.

Roles and Responsibilities

- The school will work collaboratively with parents/carers, healthcare professionals, the local authority and hospital education services to ensure continuity of education. Parents/carers are responsible for providing up-to-date medical information and maintaining communication with the school. Healthcare professionals are responsible for supplying medical advice and supporting the development of the IHP. The local authority is responsible for arranging suitable full-time education when a pupil is unable to attend school for more than 15 days, whether consecutive or cumulative.

Mental Health Needs

- The school recognises that health needs may include mental health conditions. Pupils experiencing anxiety, depression or other mental health difficulties will be supported through appropriate pastoral systems, referrals to external services where needed, and adjustments to ensure they can access learning safely and effectively.

Attendance, Safeguarding and Monitoring

- Absence due to medical needs will be recorded using the appropriate attendance codes. Where prolonged or unexplained absence occurs, or where medical absence raises safeguarding concerns, the Designated Safeguarding Lead will follow KCSIE procedures. Regular communication with parents/carers will be maintained, and concerns will be escalated in line with safeguarding policy.

Local Authority Responsibilities

- Where a pupil is unable to attend school for more than 15 days, the local authority has a statutory duty to arrange suitable full-time education. The school will liaise with the local authority to ensure provision is in place and will continue to support reintegration when the pupil is ready to return

4. Monitoring arrangements

This policy will be reviewed annually by Assistant Head (Pastoral). At every review, it will include communication with our safeguarding governor.