



Children with health needs who cannot attend school policy - Headley Park Primary School

Cathedral Schools Trust

December 2025

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1. Rationale and 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 and parents understand what the School is responsible for when this education is being provided by the local authority

2. Legislation and guidance

This policy reflects the requirements of the [Education Act 1996](#).

It is also based on guidance provided by our local authority.

<https://www.bristol.gov.uk/bristol-local-offer/parents-and-carers/health/support-for-children-with-complex-medical-needs>

3. The responsibilities of the School

3.1 If the School makes arrangements

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

- A personalised or part-time timetable, drafted in consultation with the Headteacher, Assistant Head, SENDCO and class teacher.
- Access to additional support in school
- Movement of lessons to more accessible rooms where possible
- Places to rest at school
- Individual assessment arrangements to manage anxiety or fatigue

- An Assistant Head will communicate with the family and coordinate work with class teachers.
- Online work will be provided as an immediate response and where IT access is an issue, work packs will be collected and handed to the family.
- An Assistant Head will liaise with the family regarding a student completing work if they are hospitalised and establish if the hospital is providing access to their education provision.
- The Pastoral team which could include; the Assistant Heads, SENDCO, pastoral teaching assistant or class teacher will maintain weekly contact.
- When a student is ready to be re-integrated back to school a review meeting will be set up to discuss a Health Care Plan and review any amendments to the timetable.
- If attendance falls below 90%, the school will consult with the family and if needed, the council, to support the family.

3.2 If the local authority makes arrangements

If the School can't make suitable arrangements, Bristol City Council will become responsible for arranging suitable education for these children.

On receipt of medical evidence, suggesting a child is too unwell to attend school from a consultant, the school will refer to Bristol Hospital Education Service. The school will then work with BHES to set up an Individual Support Plan (ISP.)

If this is the case, then BHES will provide:

- Access to education support in line with statutory guidance that is aimed at increasing the student's engagement with full time provision.
- Termly reviews of student's progress including teacher assessments.
- Support to students on their reintegration into school.
- A lead worker to liaise with a named school based key worker.
- Liaison with the service assessment officer where necessary.
- Details of the support provided by pupil premium funding if this funding is passed from the school to BHES.

In cases where the LA makes arrangements, the School will:

- Work constructively with the LA, providers, relevant agencies and parents/carers to ensure the best outcomes for the child.
- Share information with the LA and relevant health services, as required.
- 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.

In cases where the local authority makes arrangements, the School will:

- Work constructively with the local authority, 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 make sure 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, work with the local authority to:

- Plan for consistent provision during and after the period of education outside the Academy, 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

4. Monitoring arrangements

This policy will be reviewed annually by the Assistant Headteacher. At every review, it will be approved by the full governing board.

5. Links to other policies

This policy links to the following policies:

- Accessibility plan
- Supporting pupils with medical conditions
- SEND Policy
- Safeguarding Policy

6. Version Control

Version	Date	Amended by	Recipients	Purpose
1	10th October 2024	Education Standards Committee	Members of CST, every Trustee, each Local Governor, all Cathedral Schools Trust employees and volunteers and others at the discretion of the Chairman of the Trustees of CST. CST Website updated and emailed to parents.	Annual Review
2	4th December 2025	Education Standards Committee		Annual Review

7. Approvals

Version	Date	Approved by
1	10th October 2024	Education and Standards Committee
2	4th December 2025	Education and Standards Committee
Date for next review of this policy	October 2026	