

NEWLANDS GIRLS' SCHOOL

POLICY DOCUMENT



NEWLANDS GIRLS' SCHOOL
COURAGE COMMITMENT COMPASSION

Pupils with health needs who cannot attend school Policy

LAST UPDATED AND REVIEWED	Pastoral Deputy	June 2026
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POLICY TYPE	Statutory
REVIEW FREQUENCY AND DATE	Annually – June 2027

RESPONSIBLE	
Leadership Team	Pastoral Deputy Headteacher
Governing Committee	Full Governing Body

APPROVED:	Approved by:	Full Governing Body
	Meeting Date:	6 th July 2026

Courage Commitment Compassion

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1. 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 is based on the following legislation

- [Education Act 1996](#).
- [The Education \(Pupil Registration\) \(England\) Regulations 2006](#)

It is also based on the following statutory guidance from the Department for Education (DfE):

- [Alternative provision](#)
- [Arranging education for children who cannot attend school because of health needs](#)

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

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.

- Children with health needs will remain on the school register. Attendance registers will be marked so that they show if a pupil is absent due to a health need, or ought to be receiving education otherwise than at school.
- The school will work in partnership with Parents and Carers and the EWO (Education Welfare Officer), (when appropriate), to put a suitable package in place to support pupils who are absent with health needs.
- The Head of Year will liaise with school staff to provide appropriate work for the pupil. This may include conversations with the EWO.
- The school will convene regular review and planning meetings involving the pupil (if appropriate), their Parents/Carers and all relevant professionals. These meetings will review progress, plan for the pupil's reintegration into school and outline clear responsibilities for all those involved.

- Pupils will be given access to public examinations as appropriate, and a member of the Leadership Team will liaise with all relevant parties.
- The school will pay examination fees, assess examination coursework and organise careers interviews as appropriate.
- The Parent Support Worker will be asked to act as a link between home and school.
- The school will make an Early Help referral to seek assistance for the family, if appropriate.
- The school will apply for an EHCP (Education Health and Care Plan), if relevant.

3.2 What the school is not responsible for

- Providing and funding alternative provision for the pupil.

3.3 If the Local Authority makes arrangements

If the school can't make suitable arrangements, RBWM will become responsible for arranging suitable education for these children.

The Borough has a duty of care, under Section 19 of the Education Act, to provide education for any pupil who is absent from school for health reasons:

Each local authority shall make arrangements for the provision of suitable education at school or otherwise than at school for those children of compulsory school age who, by reason of illness, exclusion from school or otherwise, may not for any period receive suitable education unless such arrangements are made for them.

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 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 as appropriate)
 - 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. At every review, it will be approved by the Full Governing Body.

5. Links to other policies

This policy links to the following policies:

- Accessibility Plan
 - Supporting Pupils with Medical Needs