



THE PRIORY SCHOOL

D O R K I N G

Headteacher: Mrs J Trimnell

Children with Health Needs Who Cannot Attend School Policy



Approved by	LGB	Date Approved	09 December 2025
Review Cycle	Annual	Date of Next Review	December 2026
Version	Author	Date	Changes
2	M Boddington	Nov 25	Updated with current links to SCC guidance.

Contents

1. Aims	1
2. Legislation and guidance	1
3. Responsibilities of the school	1
3.1 If our school makes the arrangements	2
3.2 If the local authority makes the arrangements	2
4. Monitoring arrangements	3
5. Links to other policies.....	3

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/carers 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:

- [The 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](#)

This policy also follows guidance provided by our local authority which can be found here

<https://www.surreycc.gov.uk/children/support-and-advice/local-offer/parents-and-carers/health/medical-conditions-and-education>

This policy complies with our funding agreement and articles of association.

3. Responsibilities of the school

When an ELT school is notified by parents/carers that a student has a complex health need that requires an alternative provision the SENCO will direct a member of staff to contact them to assess their needs.

Parents will be asked for evidence of the health need at this stage. The meeting will be agreed and will be with the SENCO. Parents must keep their children at home if they are acutely unwell and they should prioritise health over schoolwork where necessary. If, however there is a long period of absence and the child is able to study, through liaison with the parents / carers and health professionals, a plan will be

agreed to provide the best possible learning experience for the child until they are either able to return to the school or access a different setting agreed with the local authority.

3.1 If our school makes the arrangements

Initially, our school will attempt to make the arrangements to deliver the same high standard of education for children with health needs who cannot attend school.

The exact details will depend on the specifics of each case but will be based on individual needs and available resources:

- Attendance Officer/SENCO and Head of Year will be first points of contact
- School work will only be arranged for students with medical evidence and cannot attend
- Meetings with school and parents/carers will be arranged to discuss provision
- Reintegration will depend on student needs. This process may include a reduced timetable or soft starts

3.2 If the local authority makes the arrangements

If our school can't make suitable arrangements, or if it is clear that a child will be away from school for 15 days (consecutive or over the course of the year) or more because of their health needs, Surrey County Council will become responsible for arranging suitable education for these children.

When a local authority arranges alternative education, the education should begin as soon as possible, and at the latest by the 6th day of the child's absence from school.

Where full-time education is not in the child's best interest for reasons relating to their physical or mental health, the local authority must arrange part-time education on whatever basis it considers to be in the child's best interests.

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

- Provide the local authority, at agreed intervals, with the full name and address of any pupils of compulsory school age who are not attending school regularly due to their health needs
- Work constructively with the local authority, providers, relevant agencies and parents/carers to ensure the best outcomes for the child
- Collaborate with the local authority to ensure continuity of provision and consistency of curriculum, including making information available about the curriculum
- Along with the local authority, regularly review the provision offered to ensure it continues to be appropriate for the child and that it is providing suitable education
- Share information with the local authority and relevant health services as required
- When a child has complex or long-term health issues, work with the local authority, parents/carers and the relevant health services to decide how best to meet the child's needs (e.g. through individual support, arranging alternative provision or by them remaining at school, being supported at home and back into school after each absence)
- Where possible, allow the child to take examinations at the same time as their peers, and work with the local authority to support this
- Help make sure 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 child to access the same curriculum and materials that they would have used in school as far as possible, including through digital resources
- Enable the child to stay in touch with school life (e.g. through newsletters, emails, digital learning platforms, social media platforms, invitations to school events or internet links to lessons from their school), and, where appropriate, through educational visits
- Create individually tailored reintegration plans for each child returning to school, which includes extra support to fill any gaps arising from the absence
- Consider whether any reasonable adjustments need to be made

4. Monitoring arrangements

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

5. Links to other policies

This policy links to the following policies:

- Accessibility plan
- Supporting Pupils With Medical Conditions Policy

➤ Attendance Policy

- Remote Education Policy