



Bilton CofE Junior School
Bilton Infant School
Bawmore Community Infant School



BILTON COMMUNITY FEDERATION

Education for Children with Ill Health who Cannot Attend School Policy

This policy has been created taking into account the guidance from Warwickshire County Council Flexible Learning Team, and the Department of Education: [‘Arranging education for children who cannot attend school because of health needs December 2023’](#).

POLICY APPROVAL	
Statutory, recommended, or additional policy	Recommended
Policy review cycle	2 Year Cycle
Policy reviewed by	E Newton (Executive Headteacher)
Policy review date	30/10/2025
Date of next review	October 2027
Date approved by Governing Body	04/11/25

Introduction

It is our aim that our policies and procedures reflect our vision and values as a federation.

Vision: 'Empowering children to make a positive impact on the world.'

Values: Care, Honesty, Respect, Co-operation, Forgiveness and Resilience

Our federation of schools (Bilton CofE Junior School / Bawnmore Community Infant School / Bilton Infant School) support all children and their right to an education and through this policy support children who are too ill to attend school in line with the DfE guidance.

Purpose and Scope

Support for children who are too ill to attend school is provided in line with the DfE guidance. There is a statutory requirement that these pupils should receive education as close as possible to their full entitlement, dependent upon their capacity to engage, as dictated by their medical condition.

<https://www.gov.uk/government/publications/education-for-children-with-health-needs-who-cannot-attend-school>

It is the Local Authority's responsibility to provide a service which schools can access when required.

Warwickshire provides the Flexible Learning Team to provide support to Primary and Secondary schools for pupils who are unable to attend school for periods of time, as a result of ill health. This covers physical illness and injury and diagnosed mental health conditions, e.g. anxiety, depression, eating disorders. The Flexible Learning Team is available to all pupils registered with a Warwickshire school.

Primary Support

Warwickshire's Flexible Learning Team works with primary pupils by delivering education as provided by the school. The team also supports with emotional wellbeing and resilience ready for a return to school. Their contact details are below:

Warwickshire Flexible Learning Team

Oakfield Park,

32 Bilton Road, Rugby, CV22 7AL

Email: flexlearning@warwickshire.gov.uk

Tel: 01926 742459

Requests for support are made by school only. Parents, guardians or carers should contact their child's school if they are too ill to attend and they think that they could benefit from Flexible Learning Team support.

Requests may only be accepted on full completion of the current form available (via the Flexible Learning Team's website), and only with supporting medical evidence on the form provided.

Guidance

Further information about the Flexible Learning team can be found on their website:

www.warwickshire-flt.org.uk

Entitlement

Pupils who miss school due to medical reasons are entitled to an education as per government guidance:

<https://www.gov.uk/illness-child-education>

This provision should:

- Recognise the individual circumstances and needs of each pupil to support the welfare of the student.
- Work in collaboration with health, school and FLT.
- Allow a child to maintain relationships with friends and teachers in school.
- Take into consideration the amount of education provided, dependent upon the needs of the student.

Referral Process

- Each school has a designated point of contact to make the referrals and liaise with the Flexible Learning Team. **All forms are submitted by secure We-Learn e-mail or through the post.**
- Parental permission must be sought by the school, prior to requesting the support of the Flexible Learning Team and to permit staff to have access to confidential medical information. Flexible Learning Team seeks to work in partnership with the school, which retains responsibility for their pupils and to ensure access to other services where needed.
- Pupils remain on the school roll. In the event of prolonged absence, medical updates in the same format will be requested from the Consultant or GP via the school, at least termly and at the start of a new school year.

Curriculum

The Primary Inclusion Mentors from the Flexible Learning Team provide core subject learning following the National Curriculum through one-to-one support. This is initially home-based with the purpose being reintegration back into a suitable school or provision. The core subject planning and appropriate resources will be provided by the pupil's school.

Inclusion Mentors are a link between professionals, home and school through regular review meetings. The targeted support focuses on the child's needs, so can be fully differentiated. They can also offer practical and enrichment activities to further facilitate a more relaxed learning approach.

Pupils usually fare much better when kept in close contact with their home school, following the school curriculum as much as possible. This minimises the disruption to their education and facilitates early and successful reintegration to school or transition to new settings. Work set by school will usually need to form a part of their programme.

Attendance

Guidance on how attendance is coded and managed can be found here:

https://www.warwickshire-flt.org.uk/VERA/documents/FLT_attendance_guidance_Sept_2024.docx

Schools' responsibility

- The school will retain overall responsibility for the education of the student, as they remain on the school roll.
- It is the responsibility of the school to initiate the referral and request the medical information and guidance required to accompany the request for support.
- An initial meeting is held in school with parents and the designated school contact to discuss the appropriate provision for the student.

- Requests for updated medical information remain the responsibility of the school, in order for schools to accurately code and authorise absence.
- Any resources necessary for the teaching programmes should be provided by the school. If technical equipment is required, it is the school's responsibility to provide this.

Return to School

- A realistic timescale for support or reintegration should be provided by the medical professional and discussed at the initial meeting in school.
- When the student is medically able to return to school, a reintegration plan can will be agreed at a student review meeting.
- It is helpful, in most cases, to have an identified key worker in school to support reintegration back into school

Flexible Learning Team offer

For further details on the offering of the Flexible Learning Team, visit their website at:

<https://www.warwickshire-flt.org.uk/index.shtml>

Further Information from WCC Flexible Learning Team:

- Warwickshire Flexible Learning Team is a **costed service** as from the initial meeting date. (please refer to the Guidance Information on our website – www.warwickshire-flt.org.uk. Schools guidance forms-advice for schools).
- Schools can monitor attendance and student participation via our online learning platform. A school log in and password will be provided, along with information about costings and invoice dates. Clarification of attendance coding can be supplied through our Business Support.
- The school will retain overall responsibility for the education of the student, as they remain on the school roll. Please make sure parents continue to receive school newsletters and details of any routine health appointments (e.g. vaccinations) parents need to be made aware of.
- Flexible Learning Team will be able to carry out safe and well-being checks for students they are working with, but we would expect schools to maintain contact with their students/family whilst they are unable to attend school, to ensure best safeguarding practice.
- FLT case-holder will ensure that a regular cycle of planning and review meetings takes place every half term. These meetings are to review progress and will consider the views of the pupils and the parents, as well as considering all the professional advice on education and health care needs.
- The Flexible Learning Team requires updated medical evidence every term and it is the school's responsibility to request and provide this. If a school requires more frequent medical information this is at the discretion of the school and is not a requirement of our service.
- Provision may be suspended if medical evidence is not supplied.
- It can be helpful if teachers in school are involved in responding to work returned by Flexible Learning Team staff as this can contribute to a successful reintegration.