

Children with Health Needs who cannot attend School Policy

Ashton West End Primary Academy



Approved by:	The Full Governing Body	Date: 19 th October 2026
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Contents

1. Aims.....	2
2. Legislation and guidance	2
3. The responsibilities of the school.....	2
4. Monitoring arrangements	3
5. Links to other policies	3
6. Appendix 1	4

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

It also based on guidance provided by our local authority.

<https://www.tameside.gov.uk/childrenwithmedicalneeds>

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

3. The responsibilities of the school

3.1 If the school makes arrangements

Ashton West End Primary Academy has a medical policy reflecting statutory guidance (*Supporting Pupils at School with Medical Conditions December 2015*) and Ms. S Barnett/ Mrs Green are the named people responsible for supporting pupils with a medical need.

In the event of a child with a medical condition which prevents them from attending school S. Barnett/ L Green will liaise with Health professionals to develop an Individual Health Care Plan (IHCP). Within the IHCP, school will need to establish if any absence relating to the medical condition is to be authorised or otherwise.

Initially, the school will attempt to make arrangements to deliver suitable education for children with health needs who cannot attend school. This will be arranged by Ms. S. Barnett or Mrs L Green in discussion with the relevant class teacher and the parents or the child and will be reviewed weekly. Ashton West End Primary Academy will endeavor to make reasonable adjustments to allow the pupil to access a full-time education. This may include arrangements for school work being sent home for short periods of absence, part time timetable or on-line learning.

When a child is ready to return to school after serious illness, this will be done in consultation with the parents of the child, the class teacher and health professionals involved with the child. The school nurse may also be asked to support with this.

Ashton West End Primary Academy will notify the local authority ([see Appendix 1](#)) when a pupil is absent for a period of 15 days. However, the pupil **will** remain on the school roll. Ms. S Barnett or Mrs L Green will liaise with the local authority and continue to review the IHCP. In the event that there is a significant change in the condition of the pupil, or the attendance declines, Ashton West End Primary Academy are required to notify Education Welfare Service.

Ashton West End Primary Academy remain responsible for all agreed examination entries.

Ashton West End Primary Academy remains responsible for convening Annual Review meetings for those pupils who have an Educational Health Care Plan (EHCP)

3.2 If the local authority makes arrangements

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

The LA will provide:

- A contact e-mail for all initial enquiries to be sent. medicalenquiries@tameside.gcsx.gov.uk
- A referral and tracking process of pupils who are absent from school for a period of 15 days, where the absence is caused by a medical condition. [See Appendix 1](#)
- Support to school staff in monitoring & challenging pupil absence.
- Escalation to case management panel to ensure the pupil is receiving a suitable education in line with the law.
- When agreed by the case management panel, alternative provision and transport to any base other than the pupil's main base may be considered.

Re-integration process that focuses on the child's physical & emotional health and education needs.

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)
 - 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 Ms. S Barnett or Mrs. L Green. 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

Appendix 1

ABSENCE FOR PUPILS WITH MEDICAL CONDITIONS

Name of Pupil _____ DoB: _____

Name of School _____

Please attach pupil registration certificate

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Provide brief details of pupil's medical condition:

Does school have an Individual Healthcare Plan IHCP
in place for this pupil?

Yes / No

Please attach if available

Provide details of any special arrangements in place at school

This form should be returned to Education Welfare Service via

medicalenquiries@tameside.gcsx.gov.uk