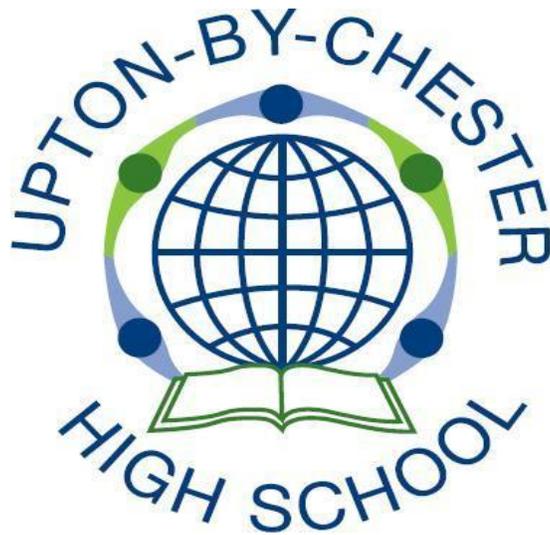


Upton-by-Chester High School



Medical Needs Policy

Upton-by-Chester High School

Policy Title: Education of Students Temporarily Unable to attend School for Medical Reasons

Rationale

As with all policies in place at Upton, the governors have given due consideration to the spirit of the "Every Child Matters" agenda. In addition, in the application of this policy, the school will strive to reflect the school aims to ensure the happiness of all individuals who are members of our community.

Purpose

This policy aims to outline clearly the procedures that should be followed when providing for the education of students temporarily unable to attend school for medical reasons.

Guidelines

Statutory Framework:

The school policy takes account of the statutory guidance and legislation contained in:

- The Access to Education Document for children and young people with Medical Needs Circular 732/2001
- The Special Needs and Disability Act 2001
- The DfEE/QCA Guidance on Inclusion contained in "The National Curriculum" - Handbooks for primary and secondary teachers
- DfES Guidance "Inclusive Schooling, Children with Special Educational Needs" 2001
- DfES SEN Code of Practice September 2014
- CSF, Hospital & Home Education (HHE) Policy September 2003
- Race Relations (Amendment) Act 2000 (RRAA)
- Cheshire West County Council Equality Policy

Mission Statement:

- Young people with temporary or recurring medical or mental health needs are valued as full and participating members of the school community.
- The school will do all that it can to ensure that such students are supported through their period of absence from school and sensitively reintegrated once they are well enough to attend.
- Students with medical needs will not be disadvantaged regarding admissions to this school; every application will be considered according to the published admissions criteria as required by law.
- Our policy seeks to overcome potential barriers to learning for our students who have medical needs. This includes students who are physically ill or injured, those with mental health problems and pregnant students who are unable to attend school for medical reasons.
- The aim is to minimise the interruption and disruption to the student's schooling by continuing education as normally as the student's condition permits, and working towards their reintegration into school as soon as possible.

Designated Senior Person:

The Designated Senior Person (DSP) in this school who is responsible for ensuring that the needs of all students with medical needs are met is **Mrs S Hitchen**

The Deputy Designated Senior Person (DDSP) is **Miss A.M Farnin**

It is the role of the Designated Senior person to:

- Take an active and continuing role in the student's educational, social and emotional progress.
- Ensure that wherever possible facilities are available to meet individual needs, e.g. a designated toilet for students with Crohn's disease.
- Work in partnership with parents or carers to ensure the best possible outcomes and a return to school as soon as possible.

- Have the overall responsibility for liaising with parents or carers and various agencies where the student is too ill to attend school.
- Ensure that procedures are followed when a student is absent from school for medical reasons including procedures to support.

Governor:

The name of the Governor with special responsibility for students unable to attend school for medical reasons is **Mr P Ivison**

Early Identification:

All staff have responsibility for the identification for the young people who are on school roll but are absent from school with a medical need that may impact on their ability to access the curriculum. This will be monitored through the pastoral team of form teachers, Curriculum Leaders, Attendance Officer, Head of Supportive Education and the Designated Senior Person.

All staff will support the Designated Senior Person to establish, where possible, the amount of time a student might be absent and identify ways in which the school can support the student in the short term e.g. providing work to be done at home in the first instance.

Referrals:

The Designated Senior Person will oversee the completion of a Medical Needs Team (MNT) referral form clearly identifying the Medical Needs Team (MNT) as the provider and will set in place the referral process where a young person has been absent for an extended period of time or earlier where it is clear that students will be absent for such a period. They will liaise with parents or carers to provide medical evidence to accompany the referral.

The school will ensure that where students with long-term and recurrent conditions are absent, the MNT Co-ordinator will be informed and medical evidence secured. The school will communicate with other parties, attend reviews and facilitate communication between the student and the school.

Personal Education Plans:

The plan will set out the education that will be delivered during the period of absence. It is an on-going document or set of documents that will be updated and revised at each review meeting according to the student's medical and educational needs.

The school will provide work and materials for students who are absent from school because of medical needs. Strategies for ensuring support in cases of long-term absences will include the provision of information on the student's capabilities, a current programme of work, half-termly plans of work and curriculum plans and schemes of work.

The school will work with MNT staff to ensure continuity of education and the Designated Senior Person will initially arrange for the setting, collection and marking of work, depending on the student's needs. A flexible approach will be needed to take into account any gaps in students learning resulting from missed or interrupted schooling.

Reintegration:

The school recognises the key role it can play in ensuring successful reintegration of students returning after a period of illness. We will provide support, together with MNT staff, to assist a smooth reintegration back into school. We will work in partnership with parents and medical staff, to ensure a flexible approach to meeting the student's needs. We will involve the young person's peers to ensure they support the student's reintegration.

We will consider exempting students from the full range of curriculum arrangements on a temporary basis whilst they readjust to normal school life.

Public Examinations:

The school will implement procedures for ensuring that students who are unable to attend school for medical reasons have access to public examinations, possibly as external candidates, and applications for special arrangements are made to the awarding bodies where appropriate.

Involvement of the student:

The school will ensure that students who are unable to attend school because of medical needs are kept informed about school social events, and extra curricular activities. This will enable such students to participate, for example in homework clubs, study support and other activities. We will encourage contact with peers through visits, cards and e-mails where possible and will ensure that all procedures and arrangements take account of students' views.

Pregnant Students and Student Mothers:

We will refer pregnant students at any age to MNT in order to make sure appropriate support (e.g. teaching, childcare) is available if needed.

The student will remain in school for as long as is advised by the local authority if she is fit and able to do so. If it is agreed that an alternative short-term placement out of school is required this will be supported in the same way as a student with medical needs. The same curricular and exam liaison procedures will apply.

Post 16:

We will ensure that all young people who are absent from school for medical reasons will be referred to Young Peoples Services (YPS) at the earliest opportunity. They will have access to advice and guidance from Young Peoples Services to help them prepare for their next steps in education and work to overcome any barriers to participation. One of our aims will be to give intensive support to students facing complex problems.

Where a young person has had their education significantly disrupted for medical reasons and is taking external examinations a year late, we will work together with MNT during Year 12 to ensure that they are able to complete their statutory education.

Evaluation:

We recognise that a student who is unable to attend school because of medical needs must not be removed from the school register without parental consent, even during a long period of ill health. The school and the Designated Senior Person will always seek to work as closely as possible with parents and carers. If however, parents and carers are not satisfied with the service they receive they should in the first instance raise this with the Head teacher.

This policy statement and the school's performance in supporting students with medical needs will be monitored and evaluated regularly by the Governing Body, via the Link Governor named above. It will be formally reviewed regularly to ensure that the physical environment of the school and the policy enables all students to have equal access to continuity of education.

Reviewed September 2018