



EMMAUS

CATHOLIC MAC

Supporting Children With Health Needs Who Cannot Attend School Policy

Version	1.0
Date created/updated	7 th September 2023
Ratified by	Full Board
Date ratified	17 th September 2023
Date issued	September 2023
Policy review date	September 2025
Post holder responsible	Catholic Senior Executive Leader (CSEL)



Commitment to Equality:

We are committed to providing a positive working environment which is free from prejudice and unlawful discrimination and any form of harassment, bullying or victimisation. We have developed a number of key policies to ensure that the principles of Catholic Social Teaching in relation to human dignity and dignity in work become embedded into every aspect of school life and these policies are reviewed regularly in this regard.

This Supporting Children With Health Needs Who Cannot Attend School Policy has been approved and adopted by Emmaus Catholic Multi Academy Company on 17th September 2023 and will be reviewed in September 2025.

Signed by Director of Emmaus Catholic MAC: *J Griffin*

Signed by CSEL for Central Team: *S Horan*

Schools to which this policy relates:

Signed by Principal for – Hagley Catholic High School

Signed by Principal for – Our Lady of Fatima Catholic Primary School:

Signed by Principal for – Our Lady & St Hubert’s Catholic Primary School:

Signed by Principal for – St Ambrose Catholic Primary School:

Signed by Principal for – St Francis Xavier Catholic Primary School:

Signed by Principal for – St Gregory’s Catholic Primary School:

Signed by Principal for – St Joseph’s Catholic Primary School

Signed by Principal for – St Mary’s Catholic Primary School:

Signed by Principal for – St Philip’s Catholic Primary School:

Signed by Principal for – St Wulstan’s Catholic Primary School:

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DEFINITIONS

The Company's standard set of definitions is contained at [Definition of Terms](#) – please refer to this for the latest definitions.



1. Aims

- 1.1 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

- 2.1 This policy reflects the requirements of the [Education Act 1996](#).
- 2.2 It is also based on guidance provided by the local authority. As schools within Emmaus Catholic MAC are located within four different local authorities, each school will refer to the guidance provided by their local authority.
- 2.3 This policy complies with our funding agreement and articles of association.

3. Responsibilities of the school

3.1 The Local Governing Body

The Local Governing Body has ultimate responsibility to make arrangements to support pupils with medical conditions. The governing body will ensure that sufficient staff have received suitable training and are competent before they are responsible for supporting children with medical conditions.

3.2 The Principal will:

Make sure all staff are aware of this policy and understand their role in its implementation

Ensure that there is a sufficient number of trained staff available to implement this policy and deliver against all individual healthcare plans (IHPs), including in contingency and emergency situations

Ensure that all staff who need to know are aware of a child's condition

Take overall responsibility for the development of IHPs

Make sure that school staff are appropriately insured and aware that they are insured to support pupils in this way

Contact the school nursing service in the case of any pupil who has a medical condition that may require support at school, but who has not yet been brought to the attention of the school nurse

Ensure that systems are in place for obtaining information about a child's medical needs and that this information is kept up to date

3.3 Staff

Supporting pupils with medical conditions during school hours is not the sole responsibility of one person. Any member of staff may be asked to provide support to pupils with medical conditions, although they will not be required to do so. This includes the administration of medicines. Those staff who take on the responsibility to support pupils with medical conditions will receive sufficient and suitable training, and will achieve the necessary level of competency before doing so. Teachers will take into account the needs of pupils with medical conditions that they teach. All staff will know what to do and respond accordingly when they become aware that a pupil with a medical condition needs help.

3.4 Parents/carers/carers will:

Provide the school with sufficient and up-to-date information about their child's medical needs

Be involved in the development and review of their child's IHP and may be involved in its drafting

Carry out any action they have agreed to as part of the implementation of the IHP, e.g. provide medicines and equipment, and ensure they or another nominated adult are contactable at all times

3.5 Pupils

Pupils with medical conditions will often be best placed to provide information about how their condition affects them. Pupils should be fully involved in discussions about their medical support needs and contribute as much as possible to the development of their IHPs. They are also expected to comply with their IHPs.

3.6 School nurses and other healthcare professionals

Our school nursing service will notify the school when a pupil has been identified as having a medical condition that will require support in school. This will be before the pupil starts school, wherever possible. They may also support staff to implement a child's IHP.

Healthcare professionals, such as GPs and paediatricians, will liaise with the school's nurses and notify them of any pupils identified as having a medical condition. They may also provide advice on developing IHPs.

3.7 If the local authority makes arrangements

If the school is unable to make suitable arrangements, Birmingham Local Authority will become responsible for arranging suitable education for these pupils.

In cases where the local authority makes arrangements, the school and MAC 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.

4. Monitoring arrangements

- 4.1 This policy will be reviewed by the Catholic Senior Executive Leader and, at every review, it will be approved by the Board of Directors.

5. Links to other policies

- 5.1 This policy links to the following policies:
- Accessibility Plan
 - Supporting Pupils with Medical Conditions
 - School Attendance Policy



