# Education for Children and Young People who are unable to attend school due to Health Needs

**Hull City Council** 



#### **Background**

Hull City Council is committed to ensuring that all children and young people in the city receive a good education to enable them to achieve their full potential. A key element of our Local Offer is to enable all pupils the opportunity to access an inclusive education which meets their individual needs.

Children and young people who have additional health needs are at risk of not being able to fulfil their true educational potential. This is particularly the case for children and young people whose health needs prevent them from attending school for an extended period, or for those who are only able to attend on a part-time or sporadic basis as a result of restrictions relating to their health needs.

This policy details how Hull City Council will comply with its statutory duty to arrange suitable full-time (or part-time when appropriate) education for pupils of compulsory school age, living in the city of Hull, who because of illness, would otherwise not receive suitable education. This applies to all children and young people, whether or not they are on the roll of a state-funded school.

#### **Key Legislation**

Hull City Council has responsibility under section 19 of the Education Act 1996 as amended by section 3 of the Children, Schools and Families Act 2010 to:

'Make arrangements of the provision of suitable full-time or part-time education otherwise than at school for those children of compulsory school age who, by reason of illness ... may not for any period receive suitable education unless such arrangements are made for them'.

Education Act 1996 (legislation.gov.uk)

Local authorities must have regard to statutory guidance when carrying out their Section 19 duty. The relevant guidance is: "Ensuring a good education for children who cannot attend school because of health needs":

Additional health needs guidance (publishing.service.gov.uk)

#### Equality Act 2010:

Some complex and/or long-term health issues may be considered disabilities under equality legislation.

Equality Act 2010 (legislation.gov.uk)

#### **School Policies**

The government guidance <u>Statutory Policies for Schools</u> includes the following which are relevant for pupils with medical needs (key section in brackets):

- Accessibility plan (7.1)
- Children with health needs who cannot attend school (7.3)
- Supporting pupils with medical conditions (7.7)
- First Aid in schools (10.2)

#### Accessibility plan

All local authorities must have an accessibility strategy for the schools it is responsible for, for example local authority maintained schools. This is a requirement of law, the Equality Act 2010.

Hull City Council's Accessibility Strategy can be found here: <u>Hull City Accessibility</u> Strategy 2020 to 2023 (connecttosupport.org)

Accessibility strategies do not apply to academies or free schools. However, all schools, including academies and free schools, must have an accessibility plan which is based upon the same principles as an accessibility strategy.

An accessibility plan explains how over time, the school will:

- increase access to the curriculum for disabled pupils
- improve the physical environment of schools to increase access for disabled pupils
- make written information more accessible to disabled pupils by providing information in a range of different ways

#### Children with health needs who cannot attend school

We advise that governing bodies review this requirement annually and the governing body must approve any school policy. Statutory guidance on education for children with health needs who cannot attend school can be found here: Additional health needs guidance (publishing.service.gov.uk)

#### Supporting pupils with medical conditions

The governing body, proprietor or management committee is free to decide how often this policy is reviewed. However, it should be regularly reviewed and readily accessible to parents and school staff. Statutory guidance about the support that pupils with medical conditions should receive can be found here: Supporting pupils with medical conditions at school - GOV.UK (www.gov.uk)

#### First aid in schools

First-aid provision must be available at all times while people are on school premises, and also off the premises whilst on school visits. We advise that governing bodies review this requirement annually.

Non-statutory guidance on first aid provision can be found here: <u>First aid in schools - GOV.UK (www.gov.uk)</u>

#### Roles and responsibilities of Hull City Council

The statutory guidance is clear that there will be a wide range of circumstances where a pupil has a health need but may receive suitable education that meets their needs without the intervention of the local authority - for example where the pupil can still attend school with some support or where the school has made arrangements to deliver suitable education outside of school for the pupil.

Hull Council is responsible for arranging suitable full-time education (where appropriate) for children of compulsory school age who, because of illness, would not

receive suitable education otherwise. This duty applies to all children and young people who live in the City of Hull, regardless of the type or location of the school they would normally attend.

The law does not define full-time education, but children with health needs should have provision which is equivalent to the education they would receive in school. A full time education offer would be sought unless it is evident that the pupils' condition means that full time provision would not be in their best interests.

Where a pupil is ordinarily resident in Hull but attends school outside the city, Hull retains responsibility for arranging medical needs provision for that child.

#### **Named Person**

It is a statutory requirement that local authorities have a named person responsible for the education of children with additional health needs and that parents should know who that person is. In Hull the named person is:

Name/Role: Hayley O'Grady, Head of Access and Inclusion

E-mail: Hayley.o'grady@hullcc.gov.uk

Telephone: 07725557172

The named person is responsible, in liaison with schools and professionals, for ensuring that Hull City Council's Children's Services fulfils its statutory duties in relation to medical needs provision for children and young people who cannot attend school for medical reasons.

Schools, colleges and training providers may contact the named person for further advice if required. If the young person has an Education Health and Care Plan [EHCP], the provider should contact the SEND Assessment and Review Team in the first instance to seek advice.

#### School roles and responsibility

Schools (including maintained schools, maintained nursery schools, academies, and alternative provision academies) are required by law to make arrangements to support pupils at their school with medical conditions. This duty is detailed in Section 100 of the Children and Families Act 2014, and statutory guidance entitled "Supporting pupils at school with medical conditions" has been produced by the Department for Education to assist schools in understanding and complying with this legislation. Governors, proprietors and management committees should make themselves familiar with this guidance.

Schools should ensure that pupils with medical conditions are properly supported in school to have full access to education including school trips and physical education. Schools may need to make "reasonable adjustments" to accommodate pupils with medical needs.

Initially, the school will attempt to make arrangements to deliver suitable education for pupil with additional health needs who cannot attend school. Where a pupil is not attending due to ill health, it is important that they feel supported in their learning and

that each pupil's situation is assessed on an individual basis so that their needs are met accordingly.

#### Under this policy schools will:

- Make arrangements in collaboration with the pupil and parent/carer to provide suitable home learning activities as soon as an absence is expected to last for more than 15 school days (or less if this is part of a recurring pattern of illness).
- Liaise with parents/carers to put in place suitable arrangements to ensure the best continuity of learning possible.
- Support pupils to attend school where possible through the implementation of phased returns following a period of absence or a part-time timetable if this will support the health needs of the pupil.
- Continue to carry out necessary welfare checks for the pupil. There are no firm recommendations around the frequency of welfare checks; schools must make this decision based upon their knowledge of the child and family. Safeguarding responsibilities will continue to be based within the home school.
- Monitor arrangements between home and school, including liaison with teachers.
- Monitor the pupil's engagement with the work and liaise with the pupil's parents/carers and where necessary.
- Refer to the commissioned provider for additional support where the school is unable to arrange a suitable full-time educational offer.

#### The responsibility of the LA

If the school cannot make suitable arrangements, the LA will become responsible for arranging suitable full-time education (where appropriate) for pupils of compulsory school age.

Hull City Council will commission a provider to deliver its offer to pupils with an additional health need who are unable to attend school due to medical or health reasons. All pupils must be on a school roll to access support from the commissioned provider.

Hull City Council will retain oversight of the support provided in accordance with this policy and will monitor and evaluate the quality and effectiveness of any provider commissions to provide this service.

Where a pupil is subject to a Child Protection Plan, is CLA or a Child in Need the Education Safeguarding Officer will be informed of provision under this policy.

Where a pupil has an Education, Health & Care Plan the Head of Service (SEND) will be informed of provision under this policy.

#### The responsibilities of the commissioned provider

To collate and circulate all referrals and linked information in preparation for the multi-agency panel meeting on a monthly basis.

To deliver high quality teaching which meets the health and educational needs of the pupil.

To monitor engagement with provision and progress towards academic outcomes to support any home-school reporting cycles.

To make any further relevant referrals to other services who would be appropriately placed to support the pupil.

To provide regular updates to the home school and parents/carers on the progress of the pupil.

To report on the number of pupils accessing provision, their periods of involvement and reintegration rates on a termly basis to the LA Medical Tuition Panel.

Where a staff member from the provider has concerns about safeguarding, they should contact the providers' Designated Safeguarding Lead [DSL] who will liaise with the DSL of the home school.

#### When support is available

Schools may refer for support from the Local Authority commissioned service when a pupil has:

- an illness which will prevent them from attending school for 15 or more school days, and where suitable education is not otherwise being arranged.
- a health need and their absence has been validated as necessary by a medical professional, either a consultant community paediatrician or consultant psychiatrist from CAMHS.

Health problems can include physical illnesses, injuries and clinically defined mental health problems certified by medical evidence, such as that provided by a medical consultant. From CAMHS consultants, the evidence would be in the form of a letter detailing their professional opinion that attendance at an educational setting is currently not appropriate in order to support the pupil's needs.

Hull City Council will normally provide support for pupils who are between the ages of 5 and 16 (Reception to Year 11). However, where pupils who would normally be in Year 12 and are repeating Year 11 due to medical reasons, requests for support will be considered on an individual basis.

For post-16 pupils attending mainstream provision, Hull City Council would look to the school, college or training provider where the pupil is on roll to make any necessary reasonable adjustments for pupils who are unwell over a prolonged period.

#### What support is offered/available?

A suitable full-time (where appropriate to the needs of the pupil) education will differ depending on the health needs of the individual pupil and their current circumstances. As a result there are a range of possible support options which may be utilised. Support offered will be discussed at the Admissions meeting and a support plan put in place and agreed with parent/carer and pupil.

#### **Inspire Unit**

The Inspire Unit is a CAMHS inpatient service with 2 wards – Orion is a 9 bed General Adolescent Unit (GAU) and Nova is a 4 bed Psychiatric Intensive Care Unit (PICU). The service aims to provide an evidence based and effective service for young people aged 13 – 18 years with severe and complex mental health difficulties. Most young people will attend the service on an informal basis. On occasion, young people are admitted and detained under the Mental Health Act (1993).

#### **Hospital Classroom**

If a pupil aged 5-16 is admitted to Hull Royal Infirmary, they are eligible for support from the Hospital Education team.

Referrals to this support are made by the medical staff in the hospital and are discussed on a daily basis upon the advice from the medical team supporting the pupil. Tuition will only commence following consultation with the pupil's parents/carers.

Once tuition has been agreed the home school, where the pupil is on roll will be contacted on a weekly basis to inform the school of the provision being put in place. The hospital education team will liaise with the home school upon discharge to ensure an appropriate plan is in place to support reintegration into the school environment. In some circumstances, upon discharge, pupils may be referred to the Sullivan Centre classroom or Home Tuition service.

The hospital education team will liaise with the home school to identify and deliver an appropriately identified curriculum which will align with the curriculum being delivered in the home school with a view to supporting a successful reintegration.

#### **Home Tuition Outreach Service**

Home tuition is offered to pupils who are unable (due to their health needs) to access an educational setting. The home tuition outreach service can arrange to deliver tuition to the pupil remotely, at their home or in a suitable public space (such as a library).

The home tuition outreach service will deliver a highly personalised curriculum to support the bespoke needs of the individual pupil with an initial focus on social skills and content to support engagement with learning.

#### **Short Stay Classrooms**

The short stay classrooms are learning spaces which are available for use by pupils supported by the medical and health needs provision. These small classroom bases are located on a small site within the city and can be accessed by those pupils who are able to access a group based learning offer but are unable to attend a mainstream education site due to their health needs. These short stay classrooms may be used to support a transition from home tuition outreach back into a mainstream school environment. These classrooms can also be utilised to support the engagement of pupils in enrichment activities and/or to support a pupils social skills in a group environment.

The short stay classrooms facilitate a bespoke curriculum with a focus on core curriculum content to support the reintegration into the pupil's home school, once the pupil has made appropriate progress with their medical or health needs. This core curriculum will be enhanced by support from life coaches who develop individuals social and emotional and mental health skills and other appropriate content to continually support engagement with learning.

#### **Referral Process**

Referrals for support for pupils who are unable to access a suitable full time education as a result of their health needs can be made by the following professionals:

- schools
- directly from a Consultant or CAMHs when a child is enrolled at a school
- through coordination with the Hospital Education Service (located at Hull Royal Infirmary) and other hospitals outside of the city

Direct referrals cannot be received from parents/carers and will only be considered in joint partnerships with a child's home school and other health care professionals supporting the child.

All schools are required to fill in a referral form (See Appendix 1) which will enable the pupil's case to be discussed at the panel. This referral requests information relating to the pupil's SEND status, details and history of their current care arrangements and data relating to their academic attainment levels. Referring schools will also be expected to detail other agencies and support services that the pupil is known to, what supportive provision they currently have in place for the pupil, what reasonable adjustments they have made to meet the pupil's needs and how well the pupil has engaged with this provision.

The referral form and supporting documents must be completed and signed by the pupil's parents/carers and mainstream school. It is important that all areas are completed so that we have a clear picture of ability and interventions tried as well as all the personal and contact details.

All referrals **must** have supporting evidence from a senior medical practitioner detailing the pupil's inability to access their home school. This is at Consultant, Paediatrician level. Supporting evidence may also be provided by CAMHS or equivalent.

A letter from a GP is rarely enough to support a referral although may be accepted in some circumstances e.g. when a CAMHS referral has been accepted but interventions have not yet commenced or where a call to the Crisis Team is evident in the case of a suicide attempt.

Referral forms need to securely be sent with supporting medical evidence to the commissioned provider.

Referrals will be considered at each multi-agency panel meeting which will be held monthly. On each panel there are senior staff from the commissioned provider, alongside experienced multi agency staff including; educational psychology, specialist nursing, CAMHS and the local authority. Decisions made by the multiagency panel will be recorded and shared with the LA named person. Interim decisions on the admittance into medical tuition will be considered if referrals are classed as 'special circumstances' where urgent action is required. These decisions will be made by the commissioned provider in conjunction with the LA named person based on information provided by professionals and parent/carers.

In some circumstances, the commissioned provider may not be the most appropriate provision for a pupil, in such situations, the panel will endeavour to signpost the referring body to different provision better suited to meet a particular pupil's needs.

### When a referral is accepted

Following consideration by the panel for those cases where a referral is accepted a decision will be made as to the most appropriate provision for the pupil at the current time. Each individual's package of support is not pre-determined and should be bespoke to the needs of the pupil, as a result the most appropriate provision will be identified through an initial planning meeting with the pupil and their parent/carer.

Depending on the provision identified a number of induction processes will be required to take place and may include:

- The home school will be required to identify a lead member of staff who will liaise regularly with the provider team to ensure that the work undertaken at home is in line with the home school's curriculum

- The home school will be required to detail how they will maintain regular contact and engagement with the pupil to support a reintegration when the time is right.
- A home visit by the relevant member of the provider staff
- Details of expectations to ensure safeguarding and effective use of time will be shared with families where tuition is to take place in the home or an agreed public space
- A welcome visit and tour of the short stay classrooms
- An admissions meeting to confirm all appropriate documentation is received and information is correct, detailing the proposed timetable of provision and support
- Clarification of responsibilities relating to dual registration and transport costs will be discussed
- Following an initial meeting the responsibilities of both the home school and the provider will be agreed and recorded. A signed copy of the agreement will be held by both settings. The agreement will be referred back to at all subsequent reviews.
- Where a pupil is subject to a Child Protection Plan, is CLA or a Child in Need the LA Education Safeguarding Officer must be notified.
- Where a pupil has an Education, Health & Care Plan the Head of Service (SEND) must be notified.

#### **Monitoring and Review Processes**

Following the commencement of provision a six-week review meeting will be held. The review meeting will be attended by representation from the commissioned provider, the pupil, the parent/carer, the lead member from the home school and any health professionals where appropriate. This six week review will focus on:

- The continuing suitability of the current provision
- Pupils progress and engagement with educational provision
- Review of pupils health needs
- Initial plans for reintegration into the pupils mainstream setting
- Agreement of next steps and responsibilities of those involved

Pupils who are supported by the medical and health needs provision will receive a progress report in line with the providers termly reporting process which details progress through the providers SEMH curriculum alongside comments from the pupils outreach tutor, the Headteacher of the provider and Life coach.

#### Withdrawal of tuition

Offers of support may need to be reviewed in circumstances when:

- A pupil's behaviour poses a health and safety risk to themselves or others.
- A pupil fails to attend or make themselves available for tuition on a regular basis without production of an appropriate medical certificate or having a valid reason for absence.

- A pupil ceases to follow a therapeutic programme recommended by any other agency as part of a rehabilitation and reintegration package. Isolated tuition sessions do not in themselves support a programme of reintegration, nor can they give the pupil sufficient confidence to ensure a successful return to school.
- An adult (parent or carer) is not available within the home when individual tuition is provided.

Where the pupil is supported by the commissioned provider, normal procedures will apply for both fixed and permanent exclusions, please see the provider's behaviour policy.

#### Exit process and reintegration plans

Medical and health needs provision will end when Hull City Council receives guidance that the young person is well enough to return to school, or there is no longer appropriate health evidence to support absence from school. Hull City Council retains the statutory duty around provision and, following liaison with parents/carers and health professionals, makes the final decision on provision ending.

It is anticipated that an initial 12-week programme of medical needs provision will provide sufficient time for many pupils' medical needs to make progress and following this time will be in a position to successfully reintegrate back into their mainstream school.

Where at a 12-week review meeting it is evident that the health needs of the pupil continue to prevent them from attending mainstream education, an agreement of further medical needs provision will be considered on a case by case basis by the multi-agency panel.

#### **Ending of provision**

When it is agreed that medical and health needs provision is due to end this will be communicated to the pupil, parents/carers and the home school clearly in writing.

The discharge report from medical and health needs provision will detail:

- Provision which has been in place
- A brief report on progress and engagement with provision
- Confirmed date of return to full time provision from home school
- Details of any identified support strategies
- Details of any continuing reintegration support required for implementation by the home school
- Details of the lead person at the home school that the pupil and parent/carer can liaise with for support moving forward

# Appendix 1 (Under review)

## Medical/Health Education Referral Form



## All Sections are mandatory

Forms will be returned if not fully completed which may delay support

Referring School			Please Indicate Level Of Support Requested		Home tuition Placement at Sullivan Centre Do you think this referral should be considered urgently due to special circumstances YES/NO					
Section 1:	Biographical Details									
Child's Name		Date of Birth		Gender Male  Female  Yo			Year Group			
Address:			Post Code							
Free School Meals	Yes No Looked After Child Yes No Open Child Protection Plan Yes No [						□ No □			
SEN Status	None SEN Support	None SEN Support Undergoing Statutory Assessment EHCP								
SEN Priority	Complex Medical/Pl	nysical Health	Ethnicity		First Language  If not English		nguage			
Reason	☐ Mental Health									
Parent/Care Name			Relationship	ationship			Number			
Current details and history of the child's care arrangements and / or family circumstances:										
Section 2:	Information about the C	child – if selected	d you must provi	de further info	ormation below	1				
Please Indicate concerns	Self harm		Mediation revi	Mediation review		Safeguarding concerns				
	Currently out of educ	ation	Medical asses	ssment/pendin	g 🗆	Vulnerable Pupil				
	Low attendance		CAMHS Invol	vement		Other				
Please Give a Brief Description of Concerns										

School's Response to Concerns  IEP / PEP implemented Nurture Group Health & Safety Risk Assessment  Date of Last Meeting  Last Academic		er of Exclusion	Review of IEP / PEP Graduated support strategies Involvement from agencies		Days Excli	Emergency Annual Review Staff training undertaken Multi agency review meeting			
	Year			-			Open EWO		
Attendance %	Current Academic Year to referral date %			% L	Last Academic Year - Overall % Case			Yes No No	
National Curriculum Levels Basic						Basic L	iteracy Skills		
Subject	Level	D	ated Assess	sed	Skill Age		Age	Date Assessed	
Maths			Reading						
English					Spelling				
ICT									
Science									
The Assessment Date must be within 9 months of referral									
Please Give a Brief Description of the Pupil's Strenghths and Interests									

Section 3: Supplementary Background Information								
Medical Information - Please indicate any known medical conditions / needs								
ADHD								
Mental Health  Other Please give full details of any medical conditions highlighted above								
Agencies Involved - Please indicate which Agencies have been involved with the child within last 3 years:								
Agency Contact Name Contact Number Open C								
Social Care & Safeguarding				Yes No No				
Paediatrics				Yes  No				
Education Psychology Service				Yes  No				
CAMHS				Yes  No				
Family Support Centre				Yes  No				
Other, please state				Yes  No				
In making this referral you and all parties are agreeing to the following terms. If the pupils secure a placement at Sullivan Centre or home								
tuition we expect:								
· ·		vork together in partnership and to attend releschool will keep their child on the school rolle	•					
The re	ferring	schools will send key staff to visit the pupil w	hilst on placement					
<ul> <li>You will notify us of any concerns regarding attendance, safeguarding or wellbeing</li> <li>You understand the Sullivan Centre is offering a temporary placement subject to review</li> </ul>								
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Information will be shared at the Sullivan Centre admissions panels from a range of agencies if they have involvement including:								
Educational psychology, CAMHS, speech and language therapy, specialist nursing & the local authority in order to determine if a place will be offered, in line with our admission policy								
Child Protection procedures								
Where staff have concerns that a child has been harmed or abused or is at risk of harm or abuse, then the relevant child protection procedures must be followed.								
Section 4: Please describe the school strategies tried by the referring school & all external agencies involved								
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Section 5:	Parental View							
Please give details of any views that the parent / carer and child has regarding this referral								
	The reason for the referral has been explained to me by the school and I agree to the referral being made	Yes No No						
Parental	The reason for the referral has been explained to the by the school and ragree to the referral being made	res [] NO []						
Consent	I am aware of the information contained in this form and acknowledge the Data Protection Clause detailed in Section 7.	Yes  No						
Section 6:	Submission of Referral Form							
The form mus	t be submitted electronically to sullivanreferrals@vennacademy.org							
Should you ha	ave any questions please contact 01482 585203.							
Admission panel meetings will be held monthly. If a referral is deemed as urgent/subject to special circumstances the referral will be considered shortly after receipt.								
Please sign ensure both signatures are complete below for consideration – electronic signatures are not permitted.								
Signature from referrer Date								
Parental/Carer consent Date								
Taranta Sara Sara Sara Sara Sara Sara Sara Sa								

Section 7: Data Protection Act 1998 & General Data Protection Regulation 2018

The information provided by you on this form is required for the purpose of providing appropriate support services for the identified child. This may be disclosed to other relevant Children and Young People Services and partner agencies for this purpose. Information will not be passed to any other third parties unless required to do so by law. All personal data used by Sullivan Centre will be securely retained for the duration that this is legally required. The subject of this data and those who exercise legal responsibility for them have the right to see this information if they so wish. All Sullivan Centre staff have been trained and follow the General Data Protection Regulation.

