



Broadway Academy Trust Policies

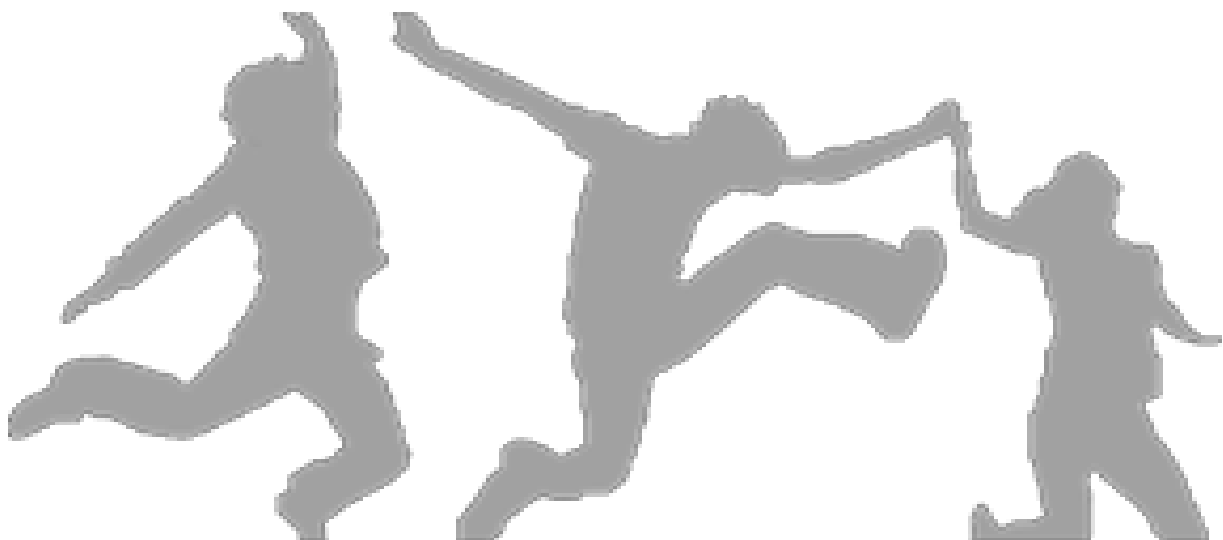
Our Children. Our Community. Believe it can be done!

Supporting Students with Health Needs Who Cannot Attend School

Approved by: Deep Support/Experience Committee

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Next review date: April 2027



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1. Statement of intent

- 1.1 Broadway Academy Trust aims to support the Local Authority (LA) and ensure that all students who are unable to attend the Academy due to medical needs, and who would not receive suitable education without such provision, continue to have access to as much education as their medical condition allows, to enable them to reach their full potential.
- 1.2 Due to the nature of their health needs, some students may be admitted to hospital or placed in alternative forms of education provision. We recognise that, whenever possible, students should receive their education within the Academy, and the aim of the provision will be to reintegrate students back into full time provision as soon as they are well enough. We understand that we have a continuing role in a student's education whilst they are not attending the Academy and will work with the LA, healthcare partners, external agencies, teachers, pupils and families to ensure that all students with medical needs receive the right level of support to enable them to maintain links with their education.

2. Legal framework

- 2.1 This policy has due regard to all relevant legislation and guidance including:
 - Education Act 1996
 - Equality Act 2010
 - Data Protection Act 2018

It is also based on the following statutory guidance from the Department for Education (DfE):

- [Alternative provision \(2013\)](#)
- [Arranging education for children who cannot attend school because of health needs \(2023\)](#)

The policy also follows guidance provided by our local authority. [Supporting pupils with medical conditions in Birmingham | Birmingham City Council](#)

- 2.2 DfE statutory guidance makes it clear that:
 - The majority of pupils who experience medical needs are best provided for in their home school, with appropriate adjustments
 - Where medical needs are so significant that education off-site is required for a period, this should be for the shortest appropriate time to prevent pupils losing their links with friends and reduce the impact on attainment and progress.

3. Links to other policies

This policy operates in conjunction with the following Academy Trust's policies:

- Attendance Policy
- Safeguarding and Child Protection Policy
- Data Protection Policy
- Special Educational Needs and Disabilities (SEND) Policy
- Supporting Students with Medical Conditions Policy

4. School arrangements

- 4.1 Initially, the Academy will attempt to make arrangements to deliver the same high standard of education for children with health needs who cannot attend school.
- 4.2 Where the absence is less than 15 school days the SENCO and the Head of Year will arrange with the parent the most appropriate way to support learning to continue. Medical evidence will be required to implement such support.
- 4.3 If a blended model of learning can continue to be provided, this can include:
- Part time in school teaching
 - Online learning packages of support.
 - Mentoring programmes to maintain engagement with school.
 - Contact to support reintegration back to school.
 - Activities planned to promote contact with peers and the teachers/keyworker (such as letters, videos, live chat, phone calls)
- If the probable length of absence is going to be more than 15 days duration, please refer to section 5 LA duties).

5. Local Authority (LA) Duties

- 5.1 Where a pupil is, or is expected to be, absent for more than 15 school days, or has significant health needs affecting attendance, the academy will obtain medical evidence from the appropriate consultant, and a referral will be made to the Local Authority.
- 5.2 The Local Authority (LA) must arrange suitable full-time education for pupils of compulsory school age who, due to illness, would otherwise not receive appropriate education. The Academy Trust has a duty to support the LA in fulfilling this responsibility.
- 5.3 In cases where the LA arranges education, the school will:
- Work collaboratively with the LA, providers, parents, and relevant agencies
 - Share necessary information with the LA and health services
 - Support the effectiveness of the provision and the pupil's reintegration

6. Definitions

Students who are unable to attend Broadway Academy as a result of their health or medical needs may include those with:

- Physical health issues
- Physical injuries
- Mental health problems, including anxiety issues
- Emotional difficulties or school refusal
- Progressive conditions
- Terminal illnesses
- Chronic illnesses

7. Roles and responsibilities

7.1 The governing board is responsible for:

- Ensuring arrangements for students who cannot attend the Academy as a result of their medical needs are in place and are effectively implemented
- Ensuring the termly review of the arrangements made for students who cannot attend the Academy due to their medical needs
- Ensuring the roles and responsibilities of those involved in the arrangements to support the needs of students are clear and understood by all
- Ensuring robust systems are in place for dealing with health emergencies and critical incidents, for both on- and off-site activities
- Ensuring staff with responsibility for supporting students with health needs are appropriately trained.

7.2 The headteacher is responsible for:

- Working with the governing board to ensure compliance with the relevant statutory duties when supporting students with health needs
- Working collaboratively with parents and other professionals to develop arrangements to meet the best interests of students
- Ensuring the arrangements put in place to meet students' health needs are fully understood by all those involved and acted upon
- Appointing a named member of staff who is responsible for students with healthcare needs and liaises with parents, students, the LA, key workers and others involved in the students' care
- Ensuring the support put in place focusses on and meets the needs of individual students.
- Arranging appropriate training for staff with responsibility for supporting students with health needs
- Providing teachers who support students with health needs with suitable information relating to a student's health condition and the possible effect the condition and/or medication taken has on the student
- Providing annual reports to the governing board on the effectiveness of the arrangements in place to meet the health needs of student
- Notifying the LA when a student is likely to be away from the Academy for a significant period of time due to their health needs.

7.3 The named member of staff is the SENCO, who is responsible for:

- Dealing with students who are unable to attend the Academy because of medical need
- Actively monitoring students' progress and reintegration into the Academy
- Supplying students' education providers with information about the child's capabilities, progress and outcomes
- Liaising with the headteacher, education providers and parents to determine students' programmes of study whilst they are absent from the school.
- Keeping students informed about Academy events and encouraging communication with their peers
- Providing a link between students and their parents, and the LA.

7.4 Teachers and support staff are responsible for:

- Understanding confidentiality in respect of students' health needs
- Designing lessons and activities in a way that allows those with health needs to participate fully and ensuring students are not excluded from activities that they wish to take part in without a clear evidence-based reason
- Understanding their role in supporting students with health needs and ensuring they attend the required training
- Ensuring they are aware of the needs of their students through the appropriate and lawful sharing of the individual student's health needs
- Ensuring they are aware of the signs, symptoms and triggers of common life-threatening medical conditions and know what to do in an emergency
- Keeping parents informed of how their child's health needs are affecting them whilst in the Academy.

7.5 Parents are expected to:

- Ensure the regular and punctual attendance of their child at the Academy where possible
- Work in partnership with the Academy to ensure the best possible outcomes for their child
- Notify the Academy of the reason for any of their child's absences without delay
- Provide the Academy with sufficient and up-to-date information about their child's medical needs
- Attend meetings to discuss how support for their child should be planned.

7.6 Absences due to illness will be authorised unless the Academy has genuine cause for concern about the authenticity of the illness.

7.7 The Academy Trust will only remove a student who is unable to attend because of additional health needs from the roll where:

- the student has been certified by the Academy's DSL/ named medical member of staff as unlikely to be in a fit state of health to attend the Academy, before ceasing to be of compulsory school age, **and**
- neither the student nor their parent has indicated to the Academy the intention to continue to attend the Academy, after ceasing to be of compulsory school age.

7.8 A student unable to attend the Academy because of their health needs will not be removed from the Academy register without parental consent and certification from the Academy's DSL/ named medical member of staff, even if the LA has become responsible for the student's education.

7.9 Whilst a student is away from the Academy, the Academy will work with the LA to ensure the student can successfully remain in touch with the Academy using the following methods:

- Academy newsletters
- Emails
- Invitations to Academy events
- Cards or letters from peers and staff

7.10 Where appropriate, the Academy will provide the student's education provider with relevant information, curriculum materials and resources.

7.11 To help ensure a student with additional health needs is able to attend the Academy following an extended period of absence, the following adaptations will be considered:

- A personalised or part-time timetable, drafted in consultation with the named staff member as part of a phased return
- Access to additional support at the Academy
- On-line access to the curriculum from home
- Movement of lessons to more accessible rooms
- Places to rest at the Academy
- Special exam arrangements to manage anxiety or fatigue

8. Reintegration

8.1 Where a return to the academy is anticipated, the Academy will develop a tailored reintegration plan in collaboration with the LA. This plan will:

- ensure continuity of education, including access to the same curriculum where possible.
- maintain the pupil's connection to school life (e.g. communications, events, remote learning).
- develop individualised reintegration arrangements
- consider and implement any reasonable adjustments required.

8.2 The Academy is aware that some students will need gradual reintegration over an extended period of time and will always consult with the student, their parents and key staff about concerns, medical issues, timing and the preferred pace of return.

8.3 The reintegration plan will include:

- the date for planned reintegration, once known
- details of regular meetings to discuss reintegration
- details of the named member of staff who has responsibility for the student
- clearly stated responsibilities and the rights of all those involved
- details of social contacts, including the involvement of peers and mentors during the transition period
- a programme of small goals leading up to reintegration
- follow up procedures.

8.4 The Academy will ensure a welcoming environment is developed and encourage students and staff to be positive and proactive during the reintegration period.

9. Examinations and assessments

9.1 The named member of staff will liaise with the alternative provision provider over planning and examination course requirements where appropriate.

9.2 Relevant assessment information will be provided to the alternative provision provider if required.

- 9.3 Awarding bodies may make special arrangements for students with permanent or long-term disabilities and learning difficulties, or temporary disabilities and illnesses. Applications for such arrangements will be submitted by the Academy, or LA if more appropriate, as early as possible.

10. Monitoring arrangements

This policy will be reviewed annually by the SENCO. At every review, it will be approved by the full governing board.