

# Welton St. Mary's Church of England Primary Academy



## Our Vision

As an inclusive Christian community we value each person, seeking to release everyone's full potential as promised by Jesus Christ. We seek to provide a safe, inspiring and creative learning environment providing opportunities for all to flourish. Through challenge, support and care, we strive for excellence in all that we do; always building on the foundations of shared values with consistently high expectations rooted in God's love. Together we are encouraged to be agents of positive change in this world.

*'May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit.'* Romans 15:13

Wisdom Hope Community Dignity

## Children with Health Needs Not Attending School Policy

Approved March 2026

## **Welton St Mary's Church of England Primary Academy**

### **Children with Health Needs who cannot attend School Policy**

#### **1. Introduction**

All pupils of compulsory school age are entitled to a full-time education. In very exceptional circumstances there may be a need for a temporary reduced timetable to meet a pupil's individual needs. The purpose of this guidance is to assist schools in ensuring that no pupil is excluded illegally through the imposition of a reduced timetable. Lincolnshire County Council remains committed to every child's right to a full-time education offer and makes clear the requirement that a reduced timetable cannot be implemented without written agreement from parent/carer (or the Virtual school for children who are looked after and/or the SEND team at the local authority where appropriate). This guidance ensures that there is a clear understanding of the law within all Lincolnshire schools and that every child's right to a full-time education is robustly supported.

Full time Education 'Full time' is not defined in statute however there is the following expectation in Lincolnshire in relation to the number of hours a child is engaged in educational activities:

Key stage one: 21 hours per week  
Key stage two: 22.5 hours per week  
Key stage three: 24 hours per week  
Key stage four: 25 hours per week

#### **Reduced timetable due to medical reasons**

A school can introduce a reduced timetable for a pupil who has a serious medical condition where recovery is the priority outcome. This may take the form of:

1. Short term arrangements – where a child has been ill and returns to school unable to fully access the curriculum, the school may have an arrangement with parents/carers to implement short term adjustments. For example, a child may return to school but may still be weak as a result of their illness. These arrangements should not be longer than 3 weeks and agreed with the school.

2. Medical Emergency Plan – where a medical need is unexpected but relatively short term, the school will need to plan how they will meet the needs of the child over the period required. It is expected that this plan will cover a period of more than 3 weeks but not long term. For cases that are likely to be more long term the following may be in place: 4 DfE Exclusion from maintained schools, academies and pupils referral units in England <https://www.gov.uk/government/publications/school-exclusion> 6

3. Independent Healthcare Plan (IHP) – all children with significant on-going medical needs should have an IHP or equivalent plan.

4. Pastoral Support Plan (PSP) – all children who are to receive a reduced timetable must have a PSP if no other plan outlines their needs and approach to full integration. All children who are on a reduced timetable to reduce the risk of an exclusion or are returning from a period of absence from mainstream school i.e. alternative provision, elective home education or missing education, must have a pastoral support plan in place.

5. Special Educational Needs - if it is likely that the child also has special educational needs as well as a medical condition, then the school should include this in the school SEND process for a graduated approach to meeting need. Not all children who have a medical condition and subsequent plan will need a reduced timetable; the school should first consider if they can meet the full time needs of the child in school and what is in the best interest of the child, before implementing any reduction in time at school. A school may complete one plan as long as the specific needs of the child are identified and relevant actions are put in place. The DfE guidance, supporting pupils at school with medical conditions provides further support.

### **Children who cannot attend school due to medical needs**

It is the responsibility of the local authority to arrange suitable full-time education for children of compulsory age who, because of illness would not receive suitable education without such provision. If a pupil is likely to be ill for more than 15 school days, a request for Education Support on Medical grounds may need to be considered. A request to the Local Authority will be assessed and consideration will be given to support from Lincolnshire Pilgrim School.

DfE Supporting pupils at school with medical needs  
[Statutory guidance on supporting pupils at school with medical conditions.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/612222/Statutory_guidance_on_supporting_pupils_at_school_with_medical_conditions.pdf)  
(publishing.service.gov.uk)

Request for Education Support (medical grounds)  
<https://www.pilgrim.lincs.sch.uk/admissions>

A school should consider a referral to Pilgrim when:

- the designated referral form has been submitted by appropriate organisation (usually the school) and is fully completed, signed and dated and parental consent has been given.
- the school can demonstrate that it has taken steps to address or respond to the situation in the first instance but without success (school based interventions may vary depending on the nature of the medical condition).
- the young person has been absent from education due to ill health for 15 school days or more.
- Supporting documentation, including robust medical evidence is attached to the referral.

### **Reduced timetable to support reintegration**

In exceptional circumstances a reduced timetable may be used where a medical need is not the main reason. School, parent/carer and other professionals may jointly agree that a short-term (no longer than 6 weeks) reduced timetable would support a pupil to successfully engage with the reintegration process. This would be a closely monitored intervention to address and manage a pupil with significantly challenging behavioural, emotional or social needs. A reduced timetable may also be used as part of a planned reintegration into school (no longer than 6 weeks) following an extended period out of school e.g. following exclusion, or embedded non-attendance.

When a pupil is Looked After or subject to Early Help or a Social Care plan, a reduced timetable should only be used in the most exceptional circumstances after other interventions have been tried, as it may place these pupils at greater risk.

## **Safeguarding**

Schools have safeguarding responsibility for all pupils on roll and therefore must be aware that even with parent/carer agreeing to any reduced timetable arrangements, school are still responsible for the safeguarding and welfare of all pupils on roll who are off-site during school hours. This must be agreed with the Headteacher and the SENCo and communication with all parties will be sort regularly.

## **References**

- Access to Education for Children and Young People with Medical Needs, DfES
- The Education of Children with Medical Needs, Ofsted HMI 1713, pub. 2003