

BLAENAU GWENT POLICY FOR THE EDUCATION OF CHILDREN AND YOUNG PEOPLE WITH MEDICAL NEEDS

**Education
Inclusion Service**

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Cyngor Bwrdeisdref Sirol

Blaenau Gwent

County Borough Council

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RATIONALE

Blaenau Gwent's Tuition Service and Ty Afon provide temporary educational support for pupils who are unable to attend school for medical reasons and pregnant school girls, where mainstream school is not appropriate (Please read policy for pregnant school girls). The purpose is to minimise disruption to education, provide access to as much education as their medical condition allows, and enable pupils to return to school as soon as their health permits.

REGISTRATION

Pupils will remain solely on the school roll until they are allocated tuition or a placement at Ty Afon. A pupil's registration status will be agreed as appropriate for the individual pupil at the ALN Panel. A pupil may be dual registered and their main registration type will be the setting where the pupil spends the majority of their time (more than 50%). School must contact the tuition service on a regular basis to ensure that marks are reflective of the pupil's attendance on tuition.

A pupil who is unable to attend school because of medical needs **must not** be removed from the school register, even during a long period of ill health.

FUNDING

Pupil funding will be divided between the school, the tuition service and The River Centre in a pro rata agreement based on the amount of time spent in each provision. The Head of the River Centre and the Head of the Tuition Service will provide the finance team details of pupils' placement at the end of each term. The finance team will arrange for the appropriate proportion of the pupil's AWPUP to be transferred from the school to The River Centre/Tuition Service.

AIM

The aims of tuition and Ty Afon is to reduce the detrimental impact of illness on the pupils' education, to re-engage pupils in learning, help them maintain education or make up for lost time, and successfully reintegrate them into mainstream or alternative education at the earliest opportunity. Therefore, all placements will be for an initial 6-week trial period and then reviewed.

TUITION: CAPACITY

Due to the high demand for tuition, tuition will not be offered to a pupil on a long term basis. It is anticipated that tuition will be offered short term for a maximum of 1 - 2 terms, if the initial trial period is successful.

EXIT CRITERIA

If tuition provision is offered, pupils will be reviewed every 4-6 weeks to establish when a return to school is appropriate. At the end of the maximum provision of 2 terms, the review meeting will consider discharge to the host school, to another school or an alternative arrangement for the pupil's education.

GROUPS COVERED

All pupils whose home is in Blaenau Gwent who are:

- of compulsory school age
- on roll at a Blaenau Gwent maintained school

When a pupil has a Statement of Special Educational Needs/IDP, the school will need to hold an interim review with recommendations from the Review being forwarded for consideration by the ALN Panel. As such, the processes outlined in this document do not apply to such pupils.

REFERRAL CRITERIA: PRIORITY LIST

- pupils who are unable to attend school due to physical illness
- pupils who are unable to attend school due to a mental health illness
- girls of compulsory school age who are pregnant or new mothers with additional health related needs that mean they are unable to remain in their own school.
- pupils returning from elective home education, where there is evidence that the child has not been in receipt of an appropriate education

Tuition will normally only be considered where the pupil's anticipated absence will be for longer than 15 school days. Schools should note that for the first 15 school days of a pupil's absence they are responsible for the pupil's education.

Pupils with poor attendance and pupils excluded or in danger of exclusion for presenting inappropriate behaviours as the main concern are not appropriate referrals for tuition.

REFERRING AGENCIES

Referrals for tuition will be considered at the ALN Panel. Referrals will be made by Heads, Deputies and designated staff of schools. Acceptance of referrals is dependent upon the pupil's needs meeting the referral criteria.

REFERRAL ROUTES

Requests for tuition should be made to the ALN Panel with appropriate documentation (see below).

The ALN Panel will consider referrals and determine what provision will be made.

The educational provision offered could be made up, in the short term (one review period), of a combination of time in school and small group provision. The primary provision offered will be group work at a centre. Any individual tuition has to be agreed on a case by case basis by the ALN Panel.

REFERRAL INFORMATION

It is essential that a referral to tuition is part of an integrated support plan for a pupil which is underpinned by the work of all relevant professionals and which

has clear goals or outcomes for a return to school, or other provision. Referral information will need to make clear the expected outcome.

In the case of pupils presenting with mental health conditions, it is expected that referrals are supported by:

- clear evidence of mental health difficulty experienced from senior CAMHS professionals
- information regarding work already carried out by the school, including the impact of advice implemented following Educational Psychologist involvement
- clear evidence that the home school has tried EVERY possible approach to re-engage the pupil and has evaluated the impact that these approaches have had.
- information regarding impact of family interventions and other agencies
- an indication of consensus amongst involved professionals that a referral to tuition is likely to be the most effective way forward
- The child must not have any evidence of disruptive or aggressive behaviours or incidents of exclusions.
- The home school must provide evidence that the child's attendance figure is lower than 50%.
- An agreement to continuing support for pupil and family by the referring agency, planned outcomes for tuition including a return to school.

* A request from a GP/ SSD or parent is not regarded as sufficient grounds for tuition.

** Please note those pupils allocated a Ty Afon placement will:

- serve a trial period of 6 weeks
- comply with an agreed attendance target that will be gradually increased
- exhibit no disruptive behaviours being displayed by pupils, that may cause upset to others

Any breach of these conditions can result in the placement being terminated.

TUITION: LINKS WITH SCHOOL

When tuition has been agreed for a pupil with medical needs, a tutor will be appointed.

It is the home school's (the pupil's usual school) responsibility to provide work at the appropriate Curriculum level for the pupil. At key stages 1 and 2 the child's class teacher usually takes this responsibility and liaises with the tutor.

At key stage 3, a Head of Year or Additional Needs Co-ordinator is usually asked to take responsibility for obtaining work from subject teachers and liaise with the tutor.

Every school should have policy in place for meeting the needs of pupils with medical needs and a teacher with responsibility these pupils who will liaise with the tutor.

TUTOR RESPONSIBILITIES

The tutor is responsible for:

- planning and delivering a programme of work and maintaining appropriate records
- sending reports to the school and parents outlining the pupil's progress and achievements at least every half term
- Completing accurate attendance records which will be sent to the school and the LA.
- liaising between home, school and other agencies

All pupils receive support from the service in the knowledge that their ultimate goal should be to return to school as soon as their health permits.

Pupils should return to full time education as soon as they are able. Should special arrangements be advised by health professionals then the local authority, school and home tutor, in consultation with parents, will ensure they are in hand. However, if the necessary arrangements are complex or the pupil has emotional difficulties and is anxious, then the tutor may make arrangements for a supported return to school.

Following consultation with pupil, parent, school and tutor an individual programme of gradual reintegration will be arranged and tailored to the pupil's needs.

SCHOOL RESPONSIBILITIES

The school will be responsible for:

- notifying the LEA/EWS if a pupil is, or is likely to be, away from school due to medical needs for more than 15 school days and request that ALN Panel considers the request for Home Tuition
- If agreed by the ALN Panel, liaise with the home tuition service to draw up an individual learning plan for the duration of the tuition. This plan should be agreed with appropriate health service personnel.
- providing information regarding pupils' prior educational progress and attainment in order to implement a programme appropriate to meet pupil needs
- implementing agreed reintegration programmes
- attending review meetings
- Ensuring that regular plans of work are made available in all Curriculum subjects that the pupil would be normally studying. (This will aid successful reintegration by helping the pupil feel confident that they have covered a similar programme of work to their peers.)
- Loaning appropriate resource materials where possible. These will be returned when the pupil has finished with them
- examination entry fees, making arrangements for examinations and assessment of coursework
- career interviews
- work experience placements
- a named contact within the school to aid communication and attend reviews

- procedures ensuring the pupil is successfully reintegrated into school
- issues related to a pupil with statements of special educational needs
- Ensure that pupils who are unable to attend school because of medical needs are kept informed about social events, and are able to participate, for example afterschool clubs.
- Encourage and facilitate liaison with peers, for example, through visits, videos and internet links

WITHDRAWAL OF TUITION

Tuition will be withdrawn if the pupil fails to attend or make themselves available for tuition on a regular basis without evidence of a medical reason for this and the Education Welfare Officer will be notified if there is an attendance issue. If the provision is considered inappropriate during the initial planning stage, the provision will be ended. In this event, the referrer and school will be notified through the review process.

SUCCESSFUL RE-INTEGRATION INTO SCHOOL

Local authorities are responsible for ensuring that an individually tailored plan is in place for pupils before they return to school.

The local authority will work with the tutor, host school, parents and professionals to facilitate a return to school. The local authority will co-ordinate a school re-integration plan or some other exit strategy. For example, home tuition will gradually reduce as time in school increases.

The local authority will keep in regular contact with professionals involved in the pupil's case. In partnership with the tuition service, school and other agencies, the local authority will oversee the reintegration process when the relevant professionals agree that the pupil is well enough to go back to school. Some pupils may go on to more long term specialist provision if their mental health illness cannot be effectively addressed during the short period of tuition.

A review meeting will be convened to review the Individual learning plan and look at all of a child's needs and how they can be best met in order for effective reintegration to take place. A review of the ILP at this stage will:

- bring together the support provided by all the different agencies
- identify any on-going medical support that the pupil might need or any reasonable adjustments that may be required
- consider whether the pupil will be back in school for the long term, whether he/she is likely to fall ill again in the near future or need further medical intervention
- review academic progress
- Consider what support will be required to reintegrate the pupil back into school successfully.

The pupil and parents/guardian should attend the reintegration meeting and should be given the opportunity to put forward his or her views. These views should be recorded in the ILP.

Where pupils need extra support to reintegrate, The River Centre and the home school will need to identify how that support will be provided. All schools receive funding for 'additional needs' as part of their funding formula and this funding can be utilised to support reintegration.

After a pupil has been successfully reintegrated, the support available from the different agencies should not stop immediately. A final review meeting should be held after the pupil has been back at school for about eight to ten weeks. The purpose of this meeting will be to ensure that the pupil has reintegrated successfully and that strategies are working. This meeting can decide whether any on-going support is required and whether any future review meetings will be required. It will also be a useful forum for evaluating the multi agency service that was provided whilst the pupil was too ill to attend school.

ELECTIVE HOME EDUCATION

Tuition should not to be confused with Elective Home Education which involves the parent or guardian of a child removing the child from local authority schooling and accepting the responsibility of providing an appropriate education programme.