

# Long Term Medical Absence Policy

## 1. Purpose

- 1.1. This policy sets out the framework for Carr Hill High School and Sixth Form Centre to provide all pupils with medical conditions that cause long term school absence the same opportunities as others at school.

## 2. Application

- 2.1. This policy applies to all students at risk of missing education due to an on-going medical condition which prevents them from attending school for more than 15 working days.
- 2.2 This policy is written with reference to:
  - ☑ Section 19 of the Education Act 1996
  - ☑ Equality Act 2010
  - ☑ Ensuring a good education for children who cannot attend school because of health needs
  - Ref: DFE-00307-2013

This policy should be read in conjunction with the Administration of Medicines policy.

## 3. The parent/guardian role

- 3.1. Parents/guardians are expected to notify the School when their child becomes ill by phoning the absence line. Where this illness or injury causes a student to be hospitalised, or means they are under medical care for a short-term condition, or otherwise sufficiently debilitated as to be unable to perform basic academic tasks, Carr Hill High School and Sixth Form Centre will apply the following school procedures

## 4. School Procedures – our role

4.1 The attendance officer will notify the appropriate Care Leader of any absence due to long-term illness. The Care Leader will liaise with parents and teaching staff to make provision for work to be collected or, wherever possible, to be sent home. If the illness is likely to be longer than 15 consecutive school days then we will:

- let the local council know if your child is likely to be away from school for more than 15 consecutive school days
- give the local council information about your child's needs and capabilities and a programme of work
- make sure they're kept informed about school events and clubs
- encourage them to stay in contact with other pupils (eg through arranged visits)
- liaise with appropriate medical professionals and other interested parties to ensure minimal delay in arranging appropriate provision for your child and help them reintegrate at school when they return.

## The local council's role

If your child's going to be away for a long time, the local council will make sure they get as normal an education as possible. This could include arranging:

- home teaching
- a hospital school or teaching service
- a combination of home and hospital teaching

Local councils should have a senior officer in charge of the arrangements and a written policy explaining how they'll meet their responsibilities.

The local council is also responsible for making sure your child:

- isn't without access to education for more than 15 working days
- has access to education from the start of their absence if it's clear they're going to be away from school for long and recurring periods
- gets an education of similar quality to that in school
- gets their minimum entitlement of 5 hours teaching per week, as long as their health allows

## Support for medical needs at school

Your child's Care Leader can tell you:

- what medical support is available at the school
- how to access any medication your child needs

Signed: \_\_\_\_\_ (Headteacher)

Signed: \_\_\_\_\_ (Chair of Governing Body)

Policy Publication and Review Log			
Publication Date	Approval Date	Review Date	Reviewer
September 2015		September 2016	Mrs C Keaskin
		25 <sup>th</sup> June 2016	Mrs C Keaskin