

# St. Mark's Catholic School



## CHILDREN WITH HEALTH NEEDS WHO CANNOT ATTEND SCHOOL POLICY

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## Our Mission:

*St Mark's is a Catholic community inspired by Gospel values where relationships are rooted in love. At the heart of our mission is a commitment to live out our faith and a dedication to embrace excellence in all that we do. We believe in education that instils possibilities, transforms lives and enables all to fulfil their potential.*

## Introduction

At St Mark's Catholic School, we are committed to promoting the education and emotional wellbeing of all children regardless of their medical condition or conditions. This is at the heart of the school's vision statement.

*"St. Mark's is a Catholic School which has at its heart a love of God, the **education of its students** and a mission to serve our neighbours and community. We seek to foster a spirit of truth, reconciliation, justice and peace. **We are committed to developing the spiritual, emotional, intellectual, moral, cultural, social and physical potential of all our members within a safe and supportive environment.**"*

## Principles

This policy is designed to support students who have medical conditions which mean they cannot attend school for periods of time. The school has a duty to support the student and to give them as much access to education as their medical condition allows.

Due to the nature of their health needs, some students may be admitted to hospital or placed in alternative forms of education provision. St Mark's recognises that wherever possible students should receive their education within the school. However, that may not always be possible and St Mark's will work with different agencies to fully support the student. Reintegration back into the community of the school will be planned for on an individual basis and will be determined by the student's specific needs.

## Definitions

Students may not attend school for a number of reasons which may include

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

Students who are unable to attend school, many attend the following,

- Hospital School
- Home tuition

## **Roles and responsibilities**

The **Director of Pastoral Care** will have overall responsibility for monitoring and supporting students with health needs that mean they cannot attend school. Their main area of responsibility will be to,

- Liaise with the Pupil Progress Leader (PPL) over progress, communications, resources and interventions.
- To ensure that these students do not lose the chance to fulfill their God given potential.
- To oversee, with the PPL, the monitoring and reintegration strategy for the student.
- To work closely with professionals supporting the student. However, on most occasions the PPLs will be the main point of communication within the school.
- To work closely with and keep in regular communication with parents/carers. However on most occasions the PPLs will be the point of communication within the school.
- To ensure that the Welfare officer at the school has all necessary information to support the student on their reintegration into the school.

The **PPL** of the student will have day to day responsibility for the student and their needs. Their main areas of responsibility will be,

- Liaise with the Director of Pastoral Care in planning the overall strategy for the student.
- To keep in regular contact with the parents/carers of the student
- To keep in regular contact with the student. This can be done by using the school's email system or by telephoning via the parents/carers.
- To liaise with professionals over the education needs of the student. This can involve social workers, medical professionals, external teaching staff, and school teachers.
- To maintain records of all interactions with parents/carers, medical support, any other support workers and the student.
- To keep school teachers informed of the situation within the boundaries set by GDPR and confidentiality.
- To plan the reintegration of the student with the Director of Pastoral Care taking into consideration their specific educational and medical needs.
- To make relevant members of staff aware of the reintegration plan within the school community.
- To ensure the student is aware of the reintegration plan and is as far as possible happy with the actions taken by the school
- To support the student on their reintegration into the school community.
- To monitor the student once they have reintegrated.
- To maintain communication with all concerned parties as, depending on the student's needs, they may not be able to continue their education at St Mark's for an extended period.
- Communication may also be necessary with specialist teams within the school. This may include the Pupil Coordinator, SENDCO and EAL Subject Leader.

## **The role of teachers and support staff**

- They will understand the importance of confidentiality in respect to the student's needs.
- They will respond to the guidance from the PPL in terms of work needed and support given.
- They must understand their role when the student is not at St Mark's and when they are reintegrated.

- They will support the student if they need to catch up on any work when they return to St Mark's.
- They must liaise regularly with the PPL and parents as directed by the PPL.

### **The role of governors**

- The Pastoral committee will oversee the arrangements made for students with health needs which keeps them out of mainstream education.
- Reviews will be made through the regular Governors Pastoral committee.
- The designated governor (chair of the pastoral committee) will ensure that the procedures in this policy are being followed.
- Governors will ensure that this policy is reviewed annually.

### **Learning outside school**

The PPL should be led by the medical professionals in terms of what can be achieved by the student academically. The school will support any learning going on at medical institutions or via home learning.

The PPL will liaise with St Mark's teaching staff in preparing and delivering materials for the student to work on. The deadline for these can be wide ranging and will be determined by the health and capability of the student. The type of resources given to the student will be decided by their location and access to resources such as the internet. The school will make a Chromebook available to the student if necessary.

Possible resources:

- Paper based: text books, work books, booklets and text book
- Google classrooms: internet based
- Show My Homework (if appropriate for this student)

### **Reintegration of the student back into mainstream education**

- Any reintegration back into the school community will be well involve thorough planning and be personalised to the specific needs of the individual student.
- The strategy will be developed by the PPL and supported by the Director of Pastoral Care.
- Contributors to the strategy will be:
  1. The student
  2. The parent/carers
  3. Healthcare professionals
  4. Social worker (if involved)

Possible strategies:

- Phased return
- Returning of part of a day or a few days a week.
- Mixture of home learning and school learning
- Late start and/or early finish
- Counselling within the school
- Support meetings by professionals either in school or outside.
- Weekly communication with parents/carers to check on progress, pastorally and academically.
- Blue monitoring cards (academic focus)

## **Monitoring and intervention**

It is possible that a student with health needs will be behind his or her peers academically. Therefore, every effort should be made to ensure that the student is able to fill any gaps in their knowledge and skills. Intervention sessions should be coordinated by the PPL to ensure that they are not detrimental to the student's physical or mental health.

The student will need to be monitored closely at every data drop:

- IPM
- CWT
- Reports
- Key assessment (subject based)
- Examinations

## **In school medical support and record keeping**

- The Welfare officer must be informed when the student returns to school.
- Refer to the "Supporting students with medical conditions policy".
- Record must be kept securely with the Welfare officer about any medical concerns and medication
- The PPL will need to keep their own secure records and ensure that the Director of Pastoral Care is informed at all times and has copies of records to go in the students personal file and if necessary the safeguarding file.

## **Read in conjunction with:**

- Keeping Children Safe in Education 2025
- St Mark's Behaviour policy
- St Mark's Safeguarding policy
- SEND Policy
- Supporting students with medical conditions policy

## **Legal framework**

- Education Act 1996
- Equalities Act 2010
- GDPR 2018