



# KING JAMES I ACADEMY

## Medical Needs Policy

Date adopted by Governors: November 2016

Date of Next Review: November 2018

## **Medical Needs Policy**

### **1. Introduction**

- 1.1 A number of pupils may experience problems in maintaining a continuity of education because of medical problems at some time during their school career. These problems may be short term or long term, to which King James I Academy needs to respond in order to ensure that all pupils achieve their full potential.
- 1.2 King James I Academy is committed to promoting inclusion, equality of opportunity and continuity of education for pupils with medical needs.
- 1.3 This policy applies to pupils who are temporarily unable to attend the Academy because of illness, injury, pregnancy, anxiety and identified mental health problems.
- 1.4 The purpose of this policy is to reflect and to confirm Durham County Council's statutory duties in accordance with:
  - Section 19 of the 1996 Education Act which states that Academy's have a duty to 'make arrangements for the provision of suitable education at school or otherwise than at school for those children of compulsory school age who by reason of illness, may not for any period receive suitable education unless such arrangements are made for them'.
  - 'Access to education for Children and Young People with Medical Needs', DFES, 2001

### **2. Shared Roles and Responsibilities**

- 2.1 Ensuring access to education for pupils with medical needs is the responsibility of King James I Academy.

### **3. King James I Academy has a responsibility to:**

- Have a clear policy and a named person responsible for pupils who are unable to attend the Academy because of medical needs. King James I Academy's named person is Claire Wall (will pass to Dawn Hindmarch or Eileen Barlow as appropriate).
- Nominate a governor responsible for reviewing the procedures that apply to educating pupils with medical needs. The King James I Academy's named governor is Elizabeth Varley.
- Establish guidelines for Academy staff on maintaining meaningful contact with pupils and parents when a child/young person is absent through illness/injury, e.g. sending letters to parents/pupils informing them of Academy events, facilitating contact with peer groups by letter, email or visits.
- Seek and respond to medical information and advice.
- Make referrals and notify the Home and Hospital Support Service if a child/young person is, or is likely to be, absent from the Academy for more

than 15 school working days because of medical or identified mental health problems.

- Work in partnership with the Home and Hospital Support Service to provide information about a child/young person's capabilities, progress, programmes of study to follow and provide the necessary resources.
- Provide, by appointment, access to a key teacher and/or subject specialists.
- Share details of information required by support agencies or the Home and Hospital Support Service and the Academy in order to maintain an up-to-date record of the child/young person's work, including their Record of Achievement.
- Work in partnership with the Home and Hospital Support Service to monitor the provision, review the child/young person's progress and support reintegration strategies into the Academy.
- Work in partnership with the Home and Hospital Support Service to ensure that children and young people who are unable to attend the Academy because of medical reasons have access to public examinations.
- Work together with all agencies to ensure that the needs of pupils with statements, who also have medical needs, are met.
- Will take into account parents' and pupils' views regarding the provision made.
- Maintain a review system with all outside agencies if the provision is prolonged.
- Ensure that the child/young person remains on the Academy roll and that the Academy continues to receive the appropriate funding.

#### **4. Monitoring and Evaluation**

- 4.1 King James I Academy's policy will be reviewed and revised as necessary and used as a tool for improving the provision for pupils with medical needs. The named person will report back to the governing body. The Home and Hospital Support Service monitors its provision and support to the Academy by collecting appropriate data relating to young people, and also gathering the views of young people and those of their parents. It also produces an annual report that is available to schools and Academies.

#### **References:**

'Access to education for children and young people'. DFEs Ref 0732/2001  
'Promoting Children's Mental Health Within Early Years and School Settings', DFEs Ref 0112/2001