

RUTHERFORD SCHOOL
PROTOCOL REGARDING HOME EDUCATION FOR PUPILS UNABLE TO
ATTEND SCHOOL

Introduction

Rutherford school caters for PMLD pupils with complex medical needs. To this end, there are on site nurses and therapists at all times. It is expected therefore that most pupils will be able to come in to school to access the curriculum, with their medical and therapy needs being managed alongside their education needs.

It must be recognised that due to the facilities available in school, such as the sensory room, ICT equipment, aquatherapy pool and rebound therapy, the education a pupil receives within the school environment will be superior to anything that can be delivered at home. Home education therefore should be considered a last resort.

It is important to ensure also that the education and care of the pupils remaining at school is not compromised due to a pupil (s) receiving education at home.

Who is eligible for Home Education?

This will be agreed on a case by case basis, following discussion between the parents, healthcare professional, class teacher and school nurses. Home education may be offered in the following situations;

- Following orthopaedic surgery which means that the pupil cannot sit in their wheelchair to travel to school.
- When the pupil has been absent through illness for an extended period (over a month) but is well enough to receive some education.
- When a phased return to school is desirable but this cannot be managed due to parents' other commitments or transport issues.

Practicalities

- If it is agreed that a pupil should receive a period of home education, a schedule will be drawn up detailing the days and times when the education will take place.
- Home education should only be delivered by the pupil's class teacher or senior classroom assistant (SCA).
- While the teacher/SCA is in the pupil's home, their only purpose is that of delivering education.
- The teacher/SCA must not be left alone in the home with the pupil at any time, there must always be either a parent or other carer available at all times.
- The teacher/SCA will not be carrying out any medical procedures, seizure management, or hygiene procedures such as pad changes.

- If the member of Rutherford staff does not feel comfortable working alone with a pupil, it is their right to express this, and arrangements will be made for another member of staff to accompany them.

Responsibilities of Rutherford School Staff

- Identify suitable times for home education to take place, and arrive at these agreed times.
- Find suitable education materials for the pupils and ensure these are brought to the session.
- Keep notes of work completed so that this can be continued when the pupil returns to school.
- Adhere to Rutherford school policies at all times.
- Ensure that if there are any safeguarding concerns, the school is informed immediately.
- Make notes of any issues arising from the home education session, and ensure these are dealt with by the relevant personnel on return to the school.

Responsibilities of parent (s)

- Inform teacher/SCA at each session of any changes to their child's health or seizure pattern.
- Ensure they, or a competent carer, are nearby at all times.
- Assist the teacher/SCA if the activity requires 2 people to carry out.
- Work with the school to ensure the pupil returns to school as soon as is possible.
- Accept that home education may have to be cancelled at short notice if there are not sufficient staff at school.

Signed _____ Head of School/Class teacher _____ Date _____ .

Signed _____ Parent/Carer _____ Date _____ .

Rachael Hickman
4th March 2016