

Flexi-Schooling Policy and Home/School Agreement – January 2022

Developing Potential

We welcome all children irrespective of background or belief to our school and firmly believe that our Flexi-Schooling provision can be an arrangement, which is beneficial to all. Our Flexi-Schooling provision is only available to children who do not have an Education, Health Care Plan or a Statement of Educational Need; this is due to the Statutory Duty a Statement places on all schools.

Children with an EHCP or a Statement are welcome to attend our school but this must be on a full time basis.

Induction

Having expressed an interest in flexi-schooling your child will be offered a series of planned induction visits which will be arranged between you and our Head Teacher to meet the needs and expectations of your child, you and the school. Following these induction visits you or your child can withdraw from the option of flexi-schooling for any reason without challenge.

After the induction sessions our Head Teacher and the class teacher will meet with you to discuss and agree the required sessions for flexi-schooling, we allow access to all areas of the curriculum. During this meeting we will need to ascertain how much of the curriculum parents wish the school to be responsible for and how much would be taught at home. If English and Mathematics are not part of your requirements during school time, then we would appreciate examples of this work each term so that we can see how well the child is progressing generally.

On entry, we will assess the needs of your child and ensure lessons are differentiated appropriately to meet their needs. We can provide exercise books and writing materials for use at home and can arrange for resources to be borrowed. In order to ensure your child makes expected progress you may be asked to carry out particular learning activities at home, e.g. phonics.

If flexi-schooling is agreeable to you and your child in order to help integration they will be expected to wear our school uniform, participate fully in the activities on offer when attending school and follow our school rules.

If you need to discuss any of the above please feel free to arrange a meeting to discuss the arrangements. We look forward to meeting you.

Form 1: Flexi Schooling Request

This document should be read in conjunction with our Flexi-Schooling Policy and is required to be completed in full.

Flexi-schooling must not be confused with elective home education. Parents / carers have a legal right to choose to home educate their child, but parents / carers **DO NOT** have a legal right to insist on a flexi-schooling arrangement being agreed by our school.

Whilst a parent / carer may request that their child is flexi-schooled it is entirely at the sole discretion of our head teacher, as to whether or not the school is prepared to agree to a flexi-schooling arrangement. There is no right of appeal to governors or higher authority if the proposal is declined on application or rescinded at a later date.

Each request to Flexi-school will be considered on its own merits and within its individual context.

Name of child:		Date of Birth:	
Name of Parent(s) / Carer(s):			
Reason for Flexi-Schooling Education (e.g. lifestyle, philosophical, bullying, cultural, religious belief, additional needs):			
Parents / Carers expectations of school:			
Child's achievements, skills, hobbies, interests, activities, levels of attainment (if applicable):			
Does the child named in this document have a Statement of Educational Need?		Yes / No (If yes please note the attendance requirement in the Flexi-Schooling Policy)	
Forms in which work from home is shared with school (circle / highlight):		Written Verbal Graphic Electronic	
Other information parents / carers wish to share:			
I / We understand that parents / carers retain responsibility for their child's healthcare.		Print Name(s): Signed: Date:	
I / We understand that parents / carers retain full responsibility for their child's safety when not on school premises and whilst under parental care.			
I / We agree to bring our child to school on the agreed days.			
I / We will, if our child is unable to attend on the agreed days, call the school to confirm the reason for absence (in line with our Attendance Policy).			
I / We understand that a portfolio of work completed at home will be kept by the parent / carer / child and will be shared with school.			
Signed / Role (school contact):			
Name:			
Date:			
<p style="text-align: center;">This arrangement will be reviewed regularly</p> <p style="text-align: center;">All elements of this document are subject to Ofsted / DfE guidance and Statutory Duty, along with all future UK / European Law</p>			

Form 2: Agreed Attendance Schedule

Name of child:	Date of Birth:			
Name of Parent(s) / Carer(s):				
<p>We can only offer Flexi-Schooling if the following points are adhered to:</p> <ul style="list-style-type: none">• The agreed days are three consecutive days• The child attends on the agreed days• Key Stage 2 children in Year 6 are required to attend for 1 full week for Statutory Assessment Test held in May <p>This approach allows our staff to plan lessons effectively and provide the correct level of available resources to match numbers and our school to justify Flexi-Schooling to the DfE.</p> <p>When attending school it is important that your child:</p> <ul style="list-style-type: none">• Can attend for the agreed sessions with no exceptions / variations• Arrives no later than 8:55am for registration• If you cannot attend on an agreed day / days it is extremely important that you contact the school and advise• You are more than welcome to attend for more days – please give at least 24hours notice.				
Agreed days to be circled below:				
Monday	Tuesday	Wednesday	Thursday	Friday
When working at home will you follow the educational direction of the school (i.e. the National Curriculum)?		Yes / No (The school will be able to assist you with support in this area if required)		
Your indication above is needed so that the attendance register can be marked correctly and if required information could be made available to support your approach at home.				
<p>The above named child's education will be split between home and school as set out in the above timetable.</p> <p>This timetable may be amended at any time by mutual agreement of the Head Teacher and Parents / Carers.</p> <p>All elements of this document are subject to Ofsted / DfE guidance and Statutory Duty, along with all future UK and European Law.</p>				
Signed (Parents / Carers): Name: Date:				
Signed / Role (school contact): Name: Date:				

Form 3: The School's Responsibility

Name of child:	Date of Birth:
Name of Parent(s) / Carer(s):	
<p>Long Lane Church of England Primary School / Marston Montgomery Primary School is responsible for the education of the above named child on the days set out in the attached 'Agreed Attendance Schedule'.</p> <p>The educational provision will be suitable to the above named child's age, aptitude and ability as set out in <i>Section 7 of the Educational Act 1996</i> and will include:</p> <ul style="list-style-type: none">• Access to school educational visits and visitors to the school• Assessment (we are required to assess, but we have many ways of doing this that do not distress children – please feel free to discuss this with us)• Access to the National Curriculum whilst in school (and at home if required)	
<p>As the above named responsible adults, we accept that whilst the above named child is in the care of the school that the school is acting in '<i>loco parentis</i>', giving the school primary responsibility for their safety and welfare during this time.</p>	
<p>Whilst away from school and in the care of the parent the parent is responsible for all matters that relate to health, safeguarding and child protection.</p>	
<p>The school and parent / carer will meet at least once every term to review your child's progress and review the attendance agreement if required.</p>	
<p>Statements of Educational Need / EHCP If the school determines that, a child registered for Flexi-Schooling requires a Statements of Educational Need / EHCP this will be brought to the attention of the parents / carers with a view to making the best provision possible.</p>	
<p>The school can withdraw from this agreement at any time by giving reasonable notice in writing, appropriate to the circumstances, but no greater than one school term.</p>	
<p>Signed (Parents / Carers):</p> <p>Name:</p> <p>Date:</p>	
<p>Signed / Role (school contact):</p> <p>Name:</p> <p>Date:</p>	

Form 4: Parental Responsibilities

This section relates to **ALL** activities away from school arranged by parents / carers, whilst the named child is in the care of their parents, or where the parents have arranged their own additional provision, with a third party beyond the care of the school staff.

Including – Peripatetic teachers, sports coaches, swimming lessons, all types of high-risk pursuits or other similar arrangements.

Name of child:	Date of Birth:
Name of Parent(s) / Carer(s):	
As the above named responsible adult(s) – I / we: <ul style="list-style-type: none">• Are willing to accept a visit in the first instance and annually thereafter by our Head Teacher or nominated person, to satisfy the basic safeguarding, health and safety requirements required by our Federation governors.• Are responsible for the education of the above named child when they are not attending school on the days set out in the attached ' Agreed Attendance Schedule'• Will, if our child is unable to attend on the agreed dates / days, call school to confirm a reason for the absence.• Accept that, I / we are entirely responsible for the educational provision offered and delivered to our child when they are not in school.• Accept that whilst away from the care and guidance of school staff, I / we will have the primary and sole responsibility for the above named child's safety and welfare.	
I / we understand that notice to withdraw from this agreement must be given in writing.	
Signed (Parents / Carers): Name: Date:	
Signed / Role (school contact): Name: Date:	

Form 4: Core Requirement: Safeguarding and Child Protection

Name of child:	Date of Birth:
Name of Parent(s) / Carer(s):	
<p>As part of the Flexi-Schooling arrangement, it is necessary for our school to satisfy the Safeguarding and Child Protection requirements of Ofsted, DfE and our LA. Therefore, parents / carers will be required to accept visits from a nominated member of school staff. This member of staff would normally be our Head Teacher, who carries the ultimate responsibility for agreeing to the Flexi-Schooling provision, this could however be delegated if required.</p> <p>The visit will focus on all aspects of the home or third party environment, covering all areas of the educational provision available, through to safeguarding and child protection including concerns if raised.</p> <p>In addition, parents can request additional home or third party visits by our staff. With regard to third party visits, we can if required arrange for a DBS check of person or persons concerned on request.</p>	
Unexplained Absence <p>In the event that the above named child does not, or cannot attend school within the time frame of TEN school days (two weeks).</p> <p>In the first instance, the school (or officers from our LA), will arrange to meet with you either at your home or in school with the above named child present.</p> <p>In the event that we are unable to make contact with you as parents / carers, or you refuse contact / attendance when requested, the Flexi-Schooling agreement will cease, the named child will be removed from the school roll and the LA will be notified of our actions and / or concerns.</p>	
Signed (Parents / Carers): Name: Date:	
Signed / Role (school contact): Name: Date:	
Please note <p>To satisfy Safeguarding and Child Protection guidance your child does not need to attend lessons, a visit to our school with them within the minimum time frame will be noted and entered on our 'Safeguarding Attendance Register.'</p> <p>Nominated Persons who can acknowledge and record your visits are:</p> <ul style="list-style-type: none">• The Designated Safeguarding Lead – Mrs Teresa Bosley• The Deputy Designated Safeguarding Lead – Mrs Stephanie McManus (MMPS) and Mrs Claire Sharpe (LLPS)• The designated class teacher of the above named staff are unavailable <p>Governing Body Oversight:</p> <ul style="list-style-type: none">• The Safeguarding Governor – Mr Jonathan Calow	