



Kettleshulme St James' CE (VA) Primary School Flexi-schooling Policy

September 2017

Policy effective from: September 2017

Review date: Summer 2018

Achievement, Standards & Provision Committee

Introduction

At Kettleshulme St James CE Primary School we recognise the right of parents to choose a suitable and personalised education for their child according to the child's dispositions and needs and the families' beliefs and values. 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 are currently **Elective Home Educated (EHE)** and is offered at the discretion of the headteacher – there are no rights of appeal if this provision is declined, varied by the school or revoked. If a circumstance occurs where the flexi-school arrangement is varied or revoked, then those children subject to this would be required to attend additional days or full time.

We will not offer flexi-schooling to children with an EHCP (Education Health and Care Plan) that comes with hours and funding attached, unless clear guidance is issued in writing by the commissioning authority giving clear permission for such an arrangement.

We are more than willing to accept children with an EHCP, on the understanding that they required to attend on a full time basis. This ensures that we can meet any Statutory Duties an EHCP places on our school, in terms of commitment to the child, the appointment of key staff dedicated to the child and to ensure that 'Best Value' is achieved. This approach will also apply to children who currently attend on a flexi-schooling basis and are found to need the support of an EHCP.

Parents should be aware that flexi-schooling is not to be taken a means to avoid education, or to avoid being excluded, and we will not accept any children on flexi-schooling arrangements who have been excluded. If a parent misleads the headteacher in this matter and a past exclusion is uncovered, the flexi-school arrangement will be automatically revoked and the child in question will be required to attend full time; in such circumstances we be guided by current statutory expectations relating to attendance etc.

What is Flexi-schooling?

In November 2007 the then DCSF issued "***Elective Home education – Guidelines for Local Authorities***" which contained the following wording at paragraph 5.6

‘Flexi-schooling’ or “flexible school attendance” is an arrangement between the parent and the school where the child is registered at school and attends the school only part-time; the rest of the time the child is home educated (on authorised absence from school). This can be a long-term arrangement or a short-term measure for a particular reason. “Flexi-schooling” is a legal option provided that the head teacher at the school concerned agrees to the arrangement. The child will be required to follow the National Curriculum whilst at school but not whilst he or she is being educated at home’.

There is no statutory curriculum for the home education element of our flexi-schooling arrangement. None the less we promote without pressure the opportunities the partnership flexi-schooling brings - and from that we hope that this partnership will develop in a manner that is mutually beneficial to all parties.

All teaching and learning aspects of this policy are directly linked to our curriculum policies and should as such be read in conjunction with them. The school follows the National Curriculum.

Aims

- We believe being a small rural school affords a number of opportunities – flexi-schooling is one of these opportunities that works well in our unique rural environment.
- We believe that people learn in many different ways and we endeavour to provide a rich and varied learning environment that allows children to develop their skills and abilities to their full potential.
- We believe all children are important and from that we tailor our teaching and learning to suit the needs of each child, to ensure they develop at their own pace, with access to any level of education irrespective of their age.
- We believe that to meet these individual needs, each child can be offered personalised learning which is agreed with children and parents, taking advantage of individualisation is a key success driver for our school.

Flexi-schooled pupils also indirectly expand what we can offer to our regular pupils, encouraging them to focus on the benefits of learning after normal hours at home and thereby also enhance their opportunities. We offer all our children –

- A more flexible approach to Education that encompasses and supports all children.
- The opportunity for children to have access to education within the school environment that extends into the home environment where desired and that it is compatible with their individual learning needs, views, values and beliefs.
- Access to a happy, stimulating, secure and safe environment both in school and at home, that offers all children an equal opportunity to develop their own individual abilities and personalities, helping to unlock their potential
- Access to a bank of knowledge, skills, concepts, attitudes and values of our broad and balanced curriculum, that fosters a lifelong love of learning, in a shared environment where pupils, parents and teachers can effectively work together, enhancing the education provision for all.
- The opportunity for our children to share a healthy respect for personal choice and a clear understanding and acceptance of others and their ideals.
- The opportunity to develop a responsible and independent attitude towards learning.
- Access to the tools, new ideas and styles which should help them achieve their full potential in terms of academic achievement.

The Principles of Flexi-schooling

We see Flexi-schooling as;

- A process of co-operative team work, within which we welcome and encourage the involvement of parents in the education of their children.

Within which;

- We treat all children fairly and give them equal opportunity to take part in class activities
- We treat all children with kindness and respect.
- We praise all children for their efforts and, by so doing, we help to build positive attitudes towards our school and learning in general.
- Our teachers apply the school policy with regard to discipline and classroom management.
- We make clear the class code of conduct.
- All children are expected to comply with the rules that are in place to promote the best learning atmosphere for all.
- We insist on good order and behaviour at all times.
- Children who misbehave will be managed fairly within the guidelines for sanctions as outlined in our school Behaviour Policy.
- We conduct all our teaching in an atmosphere of trust and respect for all.
- We liaise effectively with the parents of our children who have chosen flexi-schooling.

Strategies for Teaching and Learning

Our Strategies for Teaching and Learning are organised through topics within a 'Creative Curriculum' framework. The school's Teaching & Learning Policy explains how the curriculum is taught.

The integration of Flexi-schooled pupils

Our timetable is organised so that children who are Flexi-schooled can continue a degree of follow up work after attending for what we term the three core days of Tuesday, Wednesday and Thursday, and all children have access to the full curriculum. Parents can request advice from teaching staff on learning which can take place at home to support school topics/themes.

Introduction and Integration

Initial meeting

We arrange an initial meeting to ensure new children and parent/s understand the clear need for a partnership between parents, children and school. The parents are required to sign our **Flexi-school Contract**, indicating the roles and responsibilities of all parties involved in educating their children, especially to the schools responsibilities for Safeguarding and Child Protection (Please read in conjunction with our Safeguarding and Child Protection Policy).

The Contract also indicates the **core attendance** requirement of three days, **Tuesday, Wednesday and Thursday**. These days are not negotiable. A flexi-school place is offered in the same manner as those for full time children, so both Monday and Friday are available in addition to the core days. It is extremely important for the parents to be able to share samples of work carried out at home and the contract reflects this.

Parents should attend the school's Parent Consultation Evenings and can request additional review meetings to discuss progress. To ensure that effective integration takes place we require all flexi-schooled children to wear the school uniform as worn by all other children.

Attendance

We recommend to parents that their child or children should attend the school on a trial basis in the first instance, prior to registering; this approach will allow our headteacher in conjunction with staff to determine if a flexi-schooling approach will benefit the child or children concerned. If a child is accepted on roll to attend on flexi-school basis –the parents / carer / responsible adult(s) are fully responsible for the Safeguarding and Child Protection elements relating to that child or children when they are being Home Educated or Educated by a 3rd party at the arrangement of the parent / carer / responsible adult. These responsibilities pass to the school when the child attends normal lessons or attends school visits arranged by the school.

Our school day begins with Registration at 8.50am and ends at 3.30pm.

Within this timeframe we have the following breaks;

- Morning break – 10.15am to 10.30am
- Lunch - 12.00pm to 1.00pm
- Afternoon break – 2.15pm to 2.30pm

We are not able to vary start times, given this disrupts lessons already in progress. All children are expected to arrive promptly for the start of the morning / afternoon sessions; subject to one off extenuating situations, i.e. medical appointments, accidents etc. All sickness events require that the parents notify the school.

Lateness is recorded in the same fashion as regular attendance requirements, parents need to be aware that persistent lateness could lead to the revocation of the flexi-school arrangement and a requirement to then attend full time. No return to flexi-schooling will be permitted.

Health & Safety

Health & Safety is the responsibility of all who work in our school. We ensure that all tasks and activities the children are involved in are Risk Assessed. When we plan to take children off site, we inform parents, obtain their permission and carry out risk assessment procedures (**see our Health and Safety Policy**).

Liability

For activities beyond the sole care and charge of school staff, the parents/carers of flexi-schooled pupils are fully responsible for their own children when they are educated at home (or at their chosen offsite venue), even when completing assigned class work. Activities/visits arranged by parents / carers in the same vein are also covered by the same parental responsibility.

Safeguarding & Child Protection

As with all children we have a statutory duty to inform our local Child Protection and Safeguarding officers if any child presents with unusual injuries, or discloses any information that requires their involvement; and then to co-operate fully with any investigations, or follow up actions they deem necessary.

Monitoring and review

We are aware of the need to review our flexi-schooling policy regularly so that we can take account of new initiatives, changes in the curriculum, developments in technology or changes to the physical environment of the school. The monitoring of this policy will fall to the Achievement Standards & Provision Committee, which reports termly to the full governing body.

Implementation of this procedure / policy

We aim to manage implementation of this policy with the support and guidance of any relevant body and will be subject to review if legislation dictates.

General

This policy and its guidance will always reflect the present and future needs of all stakeholders and to support this we are always open to suggestions for changes and alterations of and to any specific individual provision / requirement to ensure full access to all.

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