

Hospital School Teaching Provision Policy (add to Staff Handbook)

Staffing and Teaching Areas as from September 2021. Please note, Neuro and Oncology classrooms will be able to be used but with limited pupils in each classroom (a maximum of 3 tbc by infection control)

Wards –Carole, Jan, Anna (including Neuro and Oncology) SEN –Gina and Anna

Daily procedures

9am Meditech can be used to identify pupils for teaching that day. **We will try and contact wards who have agreed to this as well.**

9.15 – Monday briefing led by HT / DHT to check pupil allocations as per the present teaching requirements. HT / DHT to identify where there is an additional need for support from staff.

Timetables completed and to be followed, bearing in mind that these may change depending on medical condition of pupil. Staff to teach allocated pupils.

Staff to enquire with the wards, throughout the day, on pupils available for teaching

Any time available, due to pupil not being able to access lesson, staff to support where additional need was identified. This is dedicated teaching time and must be used as such.

Staff to complete ERS to support allocation of teaching. HT / DHT to monitor

Staff to complete register of teaching daily for admin support to send to LA each term. **To try and use ERS for this.**

Pupil Priorities and Dedicated Teaching Time.

We teach pupils from Reception class to Year 11, (post 16 if patients have an EHCP). Any teaching of pupils younger or older than these ages must be discussed with HT or DHT, to see if there is capacity and an overall benefit to the class / individual pupils of this taking place.

1. Individual teacher's long-term pupils (half a term or longer) – long term meaning that the pupils are either re-occurring, have life-long illness, are absent from school on regular days or are undergoing long-term treatment. This includes dialysis patients, patients on the research unit, patients on G4 **and oncology day care.**
2. SEND pupils (those with an EHCP)
3. Pupils referred by medical staff but these are to be discussed with HT/DHT to check that criteria are met.
4. Exam patients (during exam periods) generally the Summer term
5. General patients who have been in for 15 days.
6. General patients who have been in less than 15 days **and we think they will be in for a long period of time.**

Teaching Sessions

These will be planned taking into account the individual pupil needs and medical situation. Ideally a minimum of 20 minutes should be spent with each pupil on the Wards up to a maximum of 1 hour. This would be dependent on the age, cognitive ability and medical needs of the pupil, and also on the activity and whether this is an effective use of teaching time.

When there is a high volume of pupils to be taught it is important to try to see each pupil based on the priorities above. This may mean reducing the time for each lesson.

Teachers and LSAs have dedicated teaching time on their individual timetables. This must be used as such. Any other requirements are to be undertaken at other designated times, eg PPA, report writing or meeting times. Any variances to this must be with the agreement of DHT / HT.

The school uses the DFE document, Supporting Pupils at School with Medical Conditions Dec 2015 as its guide. This makes it clear that teaching time must be maximised 'schools should be ready to make teaching arrangements under this duty when it is clear that a child will be away from school for 15 days or more because of health needs' with up to a maximum of 25 hours per week. Therefore this should apply to any pupils who are well enough and certainly those who are transitioning back to school in the near future, especially those in classrooms. This is very aspirational, but it shows the focus on teaching time and not administration time. The new National Curriculum works with these guidelines as it expects schools to deliver a broad curriculum in the time available.

This means that teaching of pupils must be effective. If a child is taught in the morning, they can be taught again on the same day, especially if they are medically well enough and transitioning back to school. **Pupils could also undertake some 'Own learning' to work around when they are feeling well enough to work. We will explore remote teaching if this would work for individual pupils.**