

**Name of meeting: Cabinet**

**Date: 5 October 2021**

**Title of report: New Elective Home Education Policy**

**Purpose of report:** To receive the proposed new Elective Home Education Policy and consider the adoption of the policy.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	Yes  If yes give the reason why – affects all wards
<b>Key Decision - Is it in the <u>Council's Forward Plan (key decisions and private reports)</u>?</b>	Key Decision – Yes  Private Report/Private Appendix – No
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	Yes
<b>Date signed off by <u>Strategic Director</u> &amp; name</b>  <b>Is it also signed off by the Service Director for Finance?</b>  <b>Is it also signed off by the Service Director for Legal Governance and Commissioning?</b>	Jo-Anne Sanders on behalf of Mel Meggs – 16/09/2021  Eamonn Croston – 14/09/2021  Julie Muscroft – 21/09/2021
<b>Cabinet member <a href="#">portfolio</a></b>	Cllr Carole Pattison - Cabinet lead for Learning, Aspiration and Communities  Cllr Viv Kendrick - Cabinet lead for Children (statutory responsibility for Children)

**Electoral wards affected:** All

**Ward councillors consulted:** N/A

**Public or private:** Public

**Has GDPR been considered?** There are no GDPR implications.

## 1. Summary

In November 2017, the Children's Scrutiny Panel considered a report on elective home education. This was submitted against a background of increasing numbers of home educated children in Kirklees; a trend which was replicated in both neighbouring authorities and nationally.

The report provided background information, including an overview of the legislative framework and the current practice in Kirklees, and explained that the rights of parents that had chosen to home educate their children were fully respected. It recognised that there were many excellent examples of home education and acknowledged that learning took place in a wide variety of environments. The report explained that there was a strong commitment within Kirklees to support children, young people and their families who had chosen to home educate.

From the start, Members acknowledged that many families made a positive choice to home educate but some found themselves in that position through circumstance. They were keen to ensure that appropriate support was available to all these children. They, therefore, recommended that an Ad Hoc Scrutiny Panel should be established, to allow the matter to be considered in greater depth.

## 2. Information Required to take a Decision

In March 2020, following its findings from the Ad Hoc Scrutiny review, the Children's Scrutiny Panel made several recommendations including the need for a new Kirklees Elective Home Education policy, rather than a refresh of the existing policy. It was agreed by Kirklees Council Cabinet that a new policy would be produced and include:

- The Local Authority's responsibilities.
- Parents' rights and obligations.
- How a 'suitable' education is assessed.
- Responsibilities and expectations of parents.
- The process if there are concerns about the education being provided at home.
- Clarity on the support that Kirklees Council can provide.
- Complaints procedure.
- How The EHE team will communicate and seek to engage with parents.
- Position in relation to flexi-schooling.
- A mechanism for regular review of the policy.

The new policy does now cover all points listed above and is compatible with April 2019, Department for Education, (DfE), Elective Home Education guidance for local authorities.

The proposed new policy is attached in Appendix A.

In addition to the new Kirklees EHE policy, an 'Information for Parents' guide' (Appendix B), and 'Flexi-schooling' (Appendix C) guidance has been produced.

**Information for Parents guidance** is written in an easily accessible style and outlines how Kirklees will engage with parents, how a 'suitable' education is assessed and the process if there are concerns about the education being provided at home. As guidance, this can be kept updated with any local developments including the support Kirklees can provide, for example, access to local provision for taking GCSE examinations.

**Flexi-schooling guidance** has also been produced to help parents and schools understand the implications of part-time school attendance and part-time elective home education. It recommends a written agreement is drawn up so that arrangements and expectations between parents and school are clear. The guidance also makes suggestions on what the agreement could include.

### **3. Implications for the Council**

#### **3.1 Working with People**

This report engaged with families who Electively Home Educate and other stakeholders to gather feedback on the new policy before its introduction and implementation.

#### **3.2 Working with Partners**

Children's Scrutiny Panel engaged with partner agencies, an EHE consultant, other local authorities, schools, and families who Electively Home Educate to achieve a policy that supports families whilst meeting the Local Authority's statutory duties.

#### **3.3 Place Based Working**

Families who Electively Home Educate live in all communities within Kirklees. The Elective Home Education Team can support individual families based on their needs in line with the policy.

#### **3.4 Climate Change and Air Quality**

The policy does not have any negative impact on the Council's commitment to tackle climate change.

#### **3.5 Improving Outcomes for Children**

The policy and additional guidance will support children and young people who are Electively Home Educated. It makes clear parents' responsibility to ensure their children are receiving a full-time, efficient, and suitable education. The new policy aims to improve engagement with families who Electively Home Educate and enable us to signpost to other services where appropriate, such as Calderdale + Kirklees Careers/examination centres.

This report has been written having had sight of both the draft Learning Strategy, Kirklees Futures, and the SEND Transformation plan.

#### **3.6 Other (eg. Legal/Financial or Human Resources)**

Equalities and Impact Assessment completed.

### **4. Consultees and Their Opinions**

Scrutiny has had extensive engagement with parents and schools. This has helped shape the attached policy.

This policy has now been shared with families who Electively Home Educate and other stakeholders for comment.

We have analysed and considered the comments made and have made amendments to the policy where appropriate.

The parent comments below are an example of some of the feedback received, we have taken the majority of comments on board and revised the policy and the 'Information for Parents' documents accordingly:

- 'Every time safeguarding is mentioned, I think it's important to say, "Home Education is not in itself a safeguarding issue" because there are still many people who think it is. In this document, safeguarding is mentioned twelve times, but it is not until 7.7 that the sentence "Home Education is not in itself a safeguarding issue" appears.'

- “Not everyone will know what Fundamental British Values are, so it would be a good idea to provide a link.”
- “Please consider adjusting the wording to say, ‘If the LA is not satisfied that the child is receiving a suitable education, (insert) ‘and after attempting to support the parent with suggestions and recommendations with no success’, the LA may commence the statutory process for the issue of a School Attendance Order, (SAO), requiring the parent to register the child at a named school.”
- “Thank you for all the work you are doing to improve things in the EHE department and for home educating families in Kirklees. It is, and I’m sure will be, very much appreciated by all.”

**Feedback from a Kirklees school:**

“I believe the guidance to be very clear. However, I have not experienced any request for EHE in the past, nor have I have suggested it.”

**Feedback from Calderdale + Kirklees Careers:**

C+K Careers asked that the information relating to C+K Careers, (in the Information for Parents document), also include: “You will be provided with detailed information about post 16 options when your child is year 11 age. Careers Advisers are available to help you understand choices and make applications. Parents can access careers and progression advice at any point during their child’s education by contacting C+K Careers. The service is available to all young people up to the age of 19.” - suggestion accepted, now included.

**5. Next Steps and Timelines**

To publish the approved policy on the council’s website, to make copies available upon request, to inform the public that the policy has been adopted and to inform all consultees.

**6. Officer Recommendations and Reasons**

**6.1 Cabinet is asked to:**

- To adopt the proposed new Elective Home Education Policy.
- To delegate responsibility to the Director of Children’s Services in conjunction with the Portfolio Holder for Children’s Services, to review the policy and guidance annually and make technical amendments where appropriate, allowing engagement to take place with stakeholders.
- Should there be new legislative requirements, then this would require a more fundamental change and would be brought back to Kirklees Cabinet for approval.

**7. Cabinet Portfolio Holder’s Recommendations**

We are grateful for the valuable work undertaken by Children’s Scrutiny Panel. We would also like to thank the parents, schools and other stakeholders who engaged Scrutiny and provided valuable feedback on a draft policy.

We are happy to recommend cabinet adopts the proposed Elective Home Education Policy and delegates responsibility for maintenance of the policy to the Director of Children’s Services, subject to returning to cabinet for approval of any fundamental changes necessitated by a significant change in legislation.

**8. Contact Officer**

Diane Yates, EHE Lead, Education Safeguarding Service  
[diane.yates@kirklees.gov.uk](mailto:diane.yates@kirklees.gov.uk)  
01484 221919

**9. Background Papers and History of Decisions**

[Item 11 Final Report to Cabinet.pdf \(kirklees.gov.uk\)](#)

[Elective home education - GOV.UK \(www.gov.uk\)](#)

**10. Service Director Responsible**

Jo-Anne Sanders, Service Director - Learning and Early Support, Learning and Skills

# **Children & Young People's Service**

## **Elective Home Education (EHE) Policy**

September 2021

### **Review date:**

This policy will be reviewed annually, or as required should legislative amendments be realised.

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## 1. Introduction

- 1.1 Kirklees Council, the local authority, believes that high-quality education is a fundamental right for every child and aims to work in partnership with parents and carers who electively home educate and respects their right to do so.
- 1.2 Whilst the local authority supports parents who wish to enrol their child at school, it equally supports a parent's right to home educate. The local authority aims to work with parents who home educate to ensure that those children are provided with efficient full-time education, suitable to their age, ability, aptitude and to any special educational needs or disabilities which they might have.
- 1.3 The local authority seeks to build positive relationships with parents who home educate by establishing mutual understanding, trust and respect.
- 1.4 The purpose of this policy is to set out the legislative position, and the roles and responsibilities of the local authority, schools and parents in relation to children who are electively home educated.
- 1.5 Kirklees Council has a dedicated Elective Home Education Team, (EHE Team), as part of the Learning and Early Support Service.

## 2. The Context for Elective Home Education

- 2.1 Elective Home Education, (EHE), is the term used by the Department for Education, (DfE), to describe the education provided by parents or carers at home, rather than providing education for their children by sending them to school. This is different from the education provided by a local authority otherwise than at a school – for example, tuition for children who are too ill to attend school.
- 2.2 Article 2 of Protocol 1 of the European Convention on Human Rights states: "No person shall be denied the right to education. In the exercise of any functions which it assumes in relation to education and teaching, the State shall respect the right of parents to ensure such education and teaching is in conformity with their own religious and philosophical convictions." <sup>1</sup>
- 2.3 This policy takes account of the DfE Elective Home Education guidance for local authorities, April 2019 and the Elective Home Education guidance for parents, April 2019.<sup>2</sup>

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<sup>1</sup> European Convention on Human Rights: <https://www.equalityhumanrights.com/en/human-rights-act/article-2-first-protocol-right-education>

<sup>2</sup> DfE Elective Home Education Guidance: <https://www.gov.uk/government/publications/elective-home-education>



- 2.4 Whilst home education is not in itself a safeguarding issue, the policy has been developed in the context of the duty placed on local authorities to make arrangements to safeguard and promote the welfare of all children in Kirklees, (Section 175 of the Education Act 2002)<sup>3</sup>
- 2.5 The policy aims to achieve an appropriate balance between the rights of home educating parents and the responsibilities of the local authority.

### 3. The Law relating to Elective Home Education

- 3.1 Education is compulsory in England for children from the start of the term following the child's 5th birthday, until the last Friday in June of the academic year in which the child is 16. From June 2015, the raising of the participation age means young people are required by law to engage in education, employment or training until their 18th birthday, (Education and Skills Act 2008)<sup>4</sup>.
- 3.2 Parents have a legal duty, under Section 7 of the Education Act 1996<sup>5</sup>, to ensure their children receive efficient full-time education suitable to their age, ability and aptitude, and to any special educational needs which they may have, "either by regular attendance at school or otherwise". (The term "or otherwise" can mean 'at home')
- 3.3 The term "efficient" is defined as 'an efficient education, within the meaning of Section 7; one which achieves what it sets out to achieve'. This concept mustn't be confused with suitability. '*A wholly unsuitable education can be efficiently delivered – but would still be unsuitable*'<sup>6</sup>
- 3.4 The term "full-time" has no current legal definition. Children of compulsory school age normally receive around 4.5 – 5.0 hours of education a day, for about 190 days a year. However, when a parent home educates, there is often continual one to one contact; education may take place outside of 'normal school hours' and term time, and the type of educational activity can be varied and flexible.
- 3.5 The term "suitable education" is not defined in law, although it must fulfil the requirements outlined in 3.2. This means that it must be age-appropriate, enable the child to make progress according to his or her level of ability, and should take account of any specific aptitudes. There is an expectation that literacy and numeracy are learned, and the education should enable the child, when grown-up, to function as an independent citizen in the UK - and beyond

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<sup>3</sup> Section 175 of the Education Act 2002 <https://www.legislation.gov.uk/ukpga/2002/32/section/175>

<sup>4</sup> Education and Skills Act 2008 <https://www.legislation.gov.uk/ukpga/2008/25/contents>

<sup>5</sup> Section 7 of the Education Act 1996 <https://www.legislation.gov.uk/ukpga/1996/56/section/7>

<sup>6</sup> Elective home education: Departmental guidance for local authorities 9.7 [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/791527/Elective\\_home\\_education\\_guidance\\_for\\_LAv2.0.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/791527/Elective_home_education_guidance_for_LAv2.0.pdf)

the community in which he or she was brought up, if that is the choice made in later life by the child. Home education should not conflict with Fundamental British values. [Promoting fundamental British values through SMSC - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/promoting-fundamental-british-values-through-sm-sc)

- 3.6 Education at home may not be deemed suitable if it is delivered in circumstances that make it difficult to learn, (for example, in very noisy premises). This may affect its efficiency and whether it is 'received'. The education may also be deemed unsuitable if it leads to excessive isolation which impacts the child's social development, as per DfE guidance.
- 3.7 Local authorities have a legal duty under section 437 of the Education Act 1996 to act "if it appears" that a child of compulsory school age in their area is not receiving a suitable education.
- 3.8 In discharging our responsibilities in relation to home education, the LA bears in mind that it is subject to the Public Sector Equality Duty contained in s.149 of the Equality Act 2010.<sup>7</sup>

## **4. Parental Rights and Responsibilities**

- 4.1 The responsibility for a child's education rests with their parents. In England education is compulsory, school is not.
- 4.2 Parents may decide to exercise their right to home educate their child from a very early age. Therefore, the child may not have been previously enrolled at school. They may also elect to home educate at any other stage up to the end of compulsory school age.
- 4.3 Parents are required to provide an efficient, full-time education suitable to the age, ability and aptitude of the child.
- 4.4 When parents elect to home educate, they assume full financial responsibility for their child's education, including the costs of private tuition, courses and public examinations.
- 4.5 When parents engage a third party, (for example, a tutor), to deliver part of their child's education, they are responsible for ensuring that the person is appropriately qualified and suitable, including Disclosure and Barring Service, (DBS), checks.<sup>8</sup>
- 4.6 Parents who choose to home educate their children may choose how they wish to do this. The type of educational activity can be varied and flexible. There are no legal requirements for parents educating a child at home to do any of the following:
  - teach the National Curriculum,
  - have a timetable,

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<sup>7</sup> Equality Act 2010 <https://www.legislation.gov.uk/ukpga/2010/15/section/149>

<sup>8</sup> Disclosure and Barring Service <https://www.gov.uk/request-copy-criminal-record>

- have premises equipped to any particular standard,
- set hours during which education will take place,
- have any specific qualifications,
- make detailed plans in advance,
- observe school hours, days or terms,
- give formal lessons,
- mark work completed by the child,
- formally assess progress or set developmental objectives,
- reproduce school type peer group socialisation,
- match school-based, age-specific standards.

However, many home-educating families do many of these. Furthermore, it is likely to be much easier to show that the education provided is suitable if there is a breadth of the learning and content and the concepts of progression and assessment are incorporated into the child's learning. If home educating families do not do these, it should still be possible for a member of The EHE Team to determine that an efficient, full-time education is being provided.

## 5. Children's Rights

- 5.1 Article 2 of Protocol 1 of the European Convention on Human Rights states: "No person shall be denied the right to education. In the exercise of any functions which it assumes in relation to education and teaching, the State shall respect the right of parents to ensure such education and teaching is in conformity with their own religious and philosophical convictions."
- 5.2 In 2001, the [Committee on the Rights of the Child](#), the body of experts that monitors the implementation of the Convention, published a paper, (called a General Comment), that explains and elaborates on the right to an education.

General Comment 1 - Annex 9 states:

"article 29 (1) underlines the individual and subjective right to a specific quality of education."

Education must include not only literacy and numeracy but also life skills such as the ability to make well-balanced decisions; to resolve conflicts in a non-violent manner and develop a healthy lifestyle, good social relationships and responsibility, critical thinking, creative talents and other abilities which give children the tools needed to pursue their life options.

- 5.3 Electively home educated children are entitled to access all eligible childhood immunisations. In Kirklees, NHS childhood immunisation programmes are delivered by the Locala Immunisation Service. The EHE Team will forward information regarding immunisations on Locala's behalf at the appropriate times.

The Locala Immunisation Service can also be contacted directly: [Locala Immunisation Service](#) Or parents can contact their GP's practice for advice and guidance.

## **6. The Local Authority's (LA's) Responsibilities**

- 6.1 The LA recognises that home educating parents adopt a rich and diverse range of approaches to home education and use a variety of philosophies and methods.
- 6.2 The LA's primary interest lies in the suitability of the provision which home educating parents make, not their decision for choosing to home educate.
- 6.3 If, however, it appears likely or possible that a parent may have chosen to home educate in response to, for example, a one-off incident at school, or as a means of avoiding particular issues - such as attendance or behaviour - this will be explored. The EHE Team will seek to ensure that the parent or carer is choosing to home educate for positive reasons, that they have not felt coerced, and that the decision to home educate is being made in an informed and considered way, and in the best interest of the child.
- 6.4 The LA has a statutory duty under section 436A of the Education Act 1996<sup>9</sup>, inserted by the Education and Inspections Act 2006<sup>10</sup>, to make arrangements to enable them to establish the identities, so far as it is possible to do so, of children residing in Kirklees of compulsory school age, who are not on a school roll and are not receiving suitable education otherwise than being at school.
- 6.5 The LA has a responsibility to enquire about what education is being provided, these are referred to as 'informal enquiries'.
- 6.6 Parents are under no duty to respond to such enquiries. But if a parent does not respond or responds without providing any information about the child's education, then it will normally be justifiable for the authority to conclude that the child does not appear to be receiving a suitable education.
- 6.7 A further statutory duty exists, which requires the LA to serve a formal notice under section 437 of the Education Act 1996 if it appears that a child of compulsory school age is not receiving a suitable education. The formal notice requires the parent to satisfy the LA that the child is receiving a suitable education. If the LA is not satisfied that the child is receiving a suitable education, and after attempting to support the parent with suggestions and recommendations with no success, the LA may commence the statutory process for the issue of a School Attendance Order, (SAO), requiring the parent to register the child at a named school. If the SAO is not complied with, the Order will be breached through the Magistrates Court.
- 6.8 Kirklees LA considers that the taking of the above measures shall be the last resort after all reasonable avenues have been explored to bring about a resolution of the situation. At any stage following the issuing of an Order, parents may present evidence to the LA, (or the court), that they are now

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<sup>9</sup> Section 436A of the Education Act 1996 <https://www.legislation.gov.uk/ukpga/1996/56/section/436A>

<sup>10</sup> Education and Inspections Act 2006 <https://www.legislation.gov.uk/ukpga/2006/40/contents>

providing a suitable and appropriate education and apply to have the Order revoked.

- 6.9 LAs also have a duty under section 175 (1) of the Education Act 2002 to safeguard and promote the welfare of children. This section states: "A local authority shall make arrangements for ensuring that their education functions are exercised with a view to safeguarding and promoting the welfare of children." Home education is not in itself a safeguarding issue.

## **7. School and Academy Responsibilities**

- 7.1 The Education (Pupil Registration) Regulations 2006 as amended in 2016, set out the grounds under which a pupil's name is to be removed from the admissions register of a school. Regulation 8(1)(d) states that a pupil's name is to be deleted if:

*"He has ceased to attend the school and the proprietor has received written notification from the parent that the pupil is receiving education otherwise than at school."*

- 7.2 If parents have notified the school of their intention to educate their child at home, they are under no obligation to inform the LA. This responsibility falls on the school, (including independent schools). The school must report the deletion within 5 days of the pupil's name being deleted from the register.

- 7.3 The school must inform the LA by submitting an online EHE notification and attach a copy of the letter/email that parents have written to request deregistration: <https://kirkleesbusinesssolutions.uk/Page/13204>

- 7.4 If a child is registered at a school as a result of a School Attendance Order, the parents must have the order revoked by the LA - on the grounds that the arrangements have been made for the child to receive suitable education otherwise than at school - before the child can be removed from the school roll and educated at home.

- 7.5 Departmental guidance for LAs - April 2019 (10.4) - makes it explicit that:

*"Schools should not seek to persuade parents to educate their child at home as a way of avoiding an exclusion or because the child has poor attendance or other known issues. In the case of exclusion, they must follow the statutory guidance. If the pupil has a poor attendance record, the school must seek to address the issues behind the absenteeism and use other remedies available to them."*

- 7.6 There is no legal requirement for parents to discuss home education with the school. However, if a parent does approach the school to discuss the possibility of home educating, Kirklees Council expects the school to respond positively and constructively and signpost the family to the Kirklees Council Elective Home Education policy. If parents are considering home education

because of a dispute with the school, the LA expects the school to take all necessary steps to resolve the issue.

The school should signpost the parent to The EHE Team for further advice and guidance to enable them to make an informed choice. A school's response to parent's requests to EHE is likely to be scrutinised by the LA. It will capture data of this nature and share it with education partners including Ofsted as necessary.

- 7.7 The school is responsible for raising any safeguarding concerns relating to a child directly with Kirklees Council Children's Services as soon as possible. Home Education is not, in itself, a safeguarding concern.

## **8. Elective Home Education and Safeguarding**

- 8.1 The welfare and protection of all children, both those who attend school and those who are educated at home, is of paramount concern and the responsibility of parents and the whole community. Section 175 of the Education Act 2002 imposes a duty on the LA to make arrangements for ensuring that the functions conferred on them are exercised to safeguard and promote the welfare of all children residing in Kirklees.
- 8.2 Under Section 175 of the Children Act 2002, the LA has a general duty to safeguard and promote the welfare of all children. The LA has powers to enable it to insist on seeing children to enquire about their welfare where there are grounds for concern. Such powers, however, do not give the LA the right to see and question children who are being home educated to establish whether they are receiving a suitable education.
- 8.3 The EHE Team will follow Kirklees Safeguarding Children Partnership, (KSCP), procedures at all times. The LA will work with parents and relevant partner agencies to proactively safeguard and promote the welfare of children.<sup>11</sup>
- 8.4 The 2019 Guidance clarifies that "where necessary - because it is evident that a child is simply not receiving a suitable education at home and the use of school attendance powers is not achieving a change in that situation - the local authority should be ready to use its safeguarding powers", (as explained in the 2019 Guidance). The overriding objective in these cases is to ensure that the child's development is protected from significant harm.
- 8.5 Parents may choose to employ other people to educate their child(ren), though they will continue to be responsible for the education provided. They will also be responsible for ensuring that those with who they engage are suitable to have access to children. Parents may therefore wish to satisfy themselves by taking up appropriate references and/or by requesting a potential tutor to consent to a Disclosure and Barring Service, (DBS), check.<sup>12</sup>

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<sup>11</sup> Kirklees Safeguarding Children Partnership <https://www.kirkleessafeguardingchildren.co.uk/>

<sup>12</sup> Disclosure and Barring Service <https://www.gov.uk/request-copy-criminal-record>

8.6 This policy seeks to build constructive relationships with home educators and provide a means to effectively protect the educational and safeguarding interests of children being electively home educated where vulnerabilities are identified.

## **9. Elective Home Education and Special Educational Needs**

9.1 Parents' right to educate their child(ren) at home applies equally where a child has special educational needs, (SEN). (See Section 319 of the Education Act 1996). This right is irrespective of whether the child has an Educational Health Care Plan, (EHCP)<sup>13</sup>

9.2 If the child attends a special school, the school must inform the LA before the child is deleted from the school roll and the LA will need to consider whether elective home education is suitable before amending the EHCP. The child's name will remain on the school roll until the LA gives consent for the child to be de-registered.

9.3 LA consent for removal from a school roll is not required for children with an EHCP who are registered at a mainstream school. Where parents elect to home educate a child with an EHCP who is registered at a mainstream school, the school will remove the pupil from the roll in the same way as children who do not have an EHCP. Parents should submit a letter to the school indicating their intention to home educate. Following receipt of written confirmation from the parent that educational provision is being made, the school should remove the child from the school roll.

9.4 It remains the LA's duty to maintain an EHCP, to review it annually and ensure that the child's needs are met through elective home education, following procedures set out in the SEN Code of Practice.

9.5 Where the LA is satisfied that the child's parents have made suitable arrangements, it does not have to name a school in the EHCP - though it should state the type of school it considers appropriate and go on to state that "parents have made their own arrangements under section 7 of the Education Act 1996".

9.6 A parent who is educating their child at home may ask the LA to carry out a statutory assessment of their child's special educational needs and the LA must consider the request within the same statutory timescales as for all requests: [Kirklees Local Offer](#)

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<sup>13</sup> Kirklees Local Offer <https://www.kirklees.gov.uk/beta/local-offer/the-local-offer.aspx>

## **10. The Elective Home Education Service**

10.1 Elective home education duties sit within the Children Services Directorate.

10.2 Kirklees Council will ensure that dedicated EHE Officers access relevant training and network opportunities regarding EHE practice, safeguarding, health and safety and other relevant procedures and practices relevant to their EHE duties.

10.3 Kirklees Council embraces diversity and respects individual choice, and recognises parents of all educational, social, racial, religious and ethnic backgrounds successfully educate children outside the school setting.

10.4 The EHE Team provides support in the form of:

- providing advice and guidance to parents considering or are new to EHE.
- signposting to resources and services.
- publishing information about EHE that is clear, accurate and sets out the legal position, roles, and responsibilities of both the LA, schools, and parents.
- seeking to mediate between schools and potential EHE families when the relationship has broken down and parents feel obliged to withdraw their child.
- offering a variety of support options to the family - if needed - from Kirklees Children's Services and their partners, including Early Support Services and C + K Careers.
- promoting positive relationships with elective home educating families based on mutual understanding, respect, and trust to safeguard the educational interest of children.

## **11. Complaints Procedure**

Kirklees Council seeks to work in partnership with parents who choose to home educate their children and to develop good working relationships. However, if a complaint should arise, in the first instance, contact should be made with The EHE Team by telephone, email or in writing to the Service Manager:

Elective Home Education Team  
Kirklees Council  
Red Doles Lane  
Huddersfield  
HD2 1YF

Tel 01484 221919

Email: [eheteam@kirklees.gov.uk](mailto:eheteam@kirklees.gov.uk)



# **Kirklees – Elective Home Education**

## **Information for Parents**

September 2021

## **Elective Home Education**

Kirklees Council is committed to supporting parents and carers who choose to educate their child(ren) outside the school system and fully respects their right to do so.

This guidance aims to explain your parental responsibility and the Kirklees EHE Team procedures regarding home education, and to offer advice to parents or carers who are, or who are considering, electively home educating their child.

Further information regarding home education can be found on our website.<sup>14</sup>

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<sup>14</sup> Kirklees website <https://www.kirklees.gov.uk/beta/schools/elective-home-education.aspx>

## **Key considerations before choosing to Electively Home Educate**

Some points to consider before making a decision:

### **How you can prepare for your child's learning before making a decision.**

Research a range of approaches and learning styles. Would you want to involve others to provide additional teaching support? Explore local activities/groups etc. and consider opportunities for social contact with other children.

### **The potential costs involved.**

There is no funding available from the government for home educating families and therefore you must meet the costs of your child's education yourself. For example: providing appropriate resources, opportunities for educational visits, access to activities with other children their age and other adults, and exam fees.

### **Keeping your options open.**

Your child's needs change at different ages and stages. If you decide not to continue with home education and would like your child to attend a school, The EHE team will offer to support you in finding a school place.

### **If you decide to deregister your child.**

If you deregister your child and then change your mind, Kirklees Council is unable to guarantee that your child could return to the same school. Bear in mind the pressure on school places in your area<sup>15</sup>; local schools may not have places available<sup>16</sup>.

### **If you have a difficulty or a disagreement with your child's current school.**

You may wish to contact a member of the school staff to try and resolve the difficulties before removing your child from the school roll. You may decide to consider other local schools for your child. We would also encourage you to contact The EHE team to discuss the situation where we may be able to offer support to resolve any issues.

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<sup>15</sup> Pupil Admissions [Schools and education| Kirklees Council](#)

<sup>16</sup> Primary and Middle Schools Admissions <https://www.kirklees.gov.uk/beta/admissions/apply-primary-school-place.aspx>  
Secondary Schools Admissions <https://www.kirklees.gov.uk/beta/admissions/apply-secondary-school-place.aspx>

## **The responsibility you have for your child's education.**

As a parent you have a legal duty, as set out in section 7 of the Education Act 1996, to ensure that your child receives "efficient full-time education suitable to:

- age, ability and aptitude,
- and any special educational needs, either by regular attendance at school or otherwise", (otherwise can mean "at home")

## **Compulsory full-time education.**

The law requires a child to be educated from the start of the school term following their fifth birthday until the last Friday in June in the school year in which a child reaches sixteen<sup>17</sup>. From June 2015, the raising of the participation age means that young people are required by law to engage in education, employment or training until their 18th birthday<sup>18</sup>. Home education is a legal option post 16 just as it is for under 16s.

## **Frequently Asked Questions**

### **Do I have to educate within school terms and times?**

Education at home can be flexible. You can decide how to organise your child's education across the day, week and month. The length of time a child should be involved in learning each week is not specified in law, but as guidance, children in school spend between 22 and 25 hours per week at school, for 38 weeks a year.

### **Who do I inform if I decide to educate my child at home?**

- If your child is registered at a school, you must inform the Head Teacher in writing.
- If your child has an Education, Health and Care Plan you must inform the Head Teacher in writing. If your child attends a special school the consent of the LA must be obtained before your child's name is removed from the school roll. The school will liaise with the Special Educational Needs and Disability Assessment and Commissioning Team, (SENDACT), to ensure appropriate procedures are followed.
- If your child is not on roll at a school, you are under no specific duty to inform Kirklees Council of your decision to home educate. If you would like to contact The EHE Team, we would welcome hearing from you, so that we can introduce ourselves and discuss any queries you may have.

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<sup>17</sup> 8 (2) <https://www.legislation.gov.uk/ukpga/1996/56/part/II/chapter/II/crossheading/compulsory-education>

<sup>18</sup> Education and Skills Act 2008 <https://www.legislation.gov.uk/ukpga/2008/25/contents>

## **What is the role of Kirklees Council, (the Local Authority), in Elective Home Education?**

Local authorities have a statutory duty under section 436A of the Education Act 1996<sup>19</sup>, to make arrangements to enable them to establish, so far as it is possible to do so, of children in their area who are not receiving a suitable education at school or otherwise (for example at home, privately or in alternative provision). Therefore, whilst local authorities have no statutory duties to monitor the quality of home education on a routine basis, Kirklees LA will ask parents to provide information to demonstrate their child is receiving an efficient and suitable education.

A further statutory duty exists, which requires Kirklees Council to serve a formal notice under section 437 of the Education Act 1996<sup>20</sup> if it appears that a child of compulsory school age is not receiving a suitable education. The formal notice requires a parent to satisfy Kirklees LA that their child is receiving a suitable education within a specified time. If Kirklees LA is not satisfied that a child is receiving a suitable education, then we may commence the statutory process for the issue of a School Attendance Order, (SAO), requiring the parent to register their child at a named School.

## **What information can I provide to demonstrate a suitable education?**

There is no acknowledged 'correct way' to provide an education at home. Below are some examples of the sort of information you may be able to provide to demonstrate that your child is receiving a suitable education. These are not exhaustive and may not be relevant to the style of home education you chose to adopt, and you may wish to provide other information that demonstrates a suitable education. For instance, the aims and objectives of the education you are planning may be:

- based upon an educational belief or philosophy,
- to prepare your child for specific exams,
- to keep up with the National Curriculum, (e.g. while you are seeking a school place)

Although the National Curriculum is optional for home educators, you may choose to cover subject or topic areas such as:

- Literacy (English)
- Numeracy (Maths)
- Science
- ICT (Computers, etc.)
- Design and Technology (including cooking, textiles, etc.)
- Art
- History
- Geography

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<sup>19</sup> Section 436A Education Act 1996 <https://www.legislation.gov.uk/ukpga/1996/56/section/436A>

<sup>20</sup> Section 437 Education Act 1996 <https://www.legislation.gov.uk/ukpga/1996/56/section/437/1999-08-31>

- Religious Education
- Personal, Social and Health Education (including an awareness of Prevent and Child Sexual Exploitation)
- Citizenship
- Music
- Foreign Languages
- Any other subjects or areas of study, including those not included in the National Curriculum

How your child might spend their day, for example:

- The number of hours a day week you are available to help your child
- The resources you will be using
- The sorts of activities your child will be engaged in
- How you will encourage contact with other children
- Any tutors used, or classes your child attends

How you will know that your child is making progress. How your methods and resources are achieving your aims.

- Increased knowledge and ability
- Your child is happy and confident
- Your child is stimulated and engaged in learning

Support available to you:

- A description of any support or advice that will be available to assist you with your programme
- Others who may be able to help, (friends, family etc.)
- If you are aware of any local support groups that may be able to help you

### **How will Kirklees Council decide if the education I am providing is suitable?**

A member of The Elective Home Education Team will contact you to make informal enquiries regarding the education you are providing, or intend to provide, for your child, to offer any advice required, and to try to answer any questions you may have.

EHE staff recognise and understand the range of approaches and philosophies which home educating families may use and that there are many approaches to educational provision. The information you provide will vary depending upon the style of education, and may include:

- your education philosophy,
- resources you are providing or how you intend for your child to access resources, suitable to their age, ability and aptitude and to any special needs which they may have,
- how you will assess your child's progress,

- how you intend to integrate the core subjects of English, (Literacy), Mathematics, (Numeracy), and IT into your arrangement,
- any arrangements for public examinations where appropriate,
- how you will meet any special educational needs your child may have,
- recognition of your child's aptitudes and aspirations,
- how you will provide social experiences to help your child develop,
- how your home is suitable for undertaking learning, in terms of noise, space and general environment.

When home education provision appears to be suitable, we will keep our involvement in your home education to a minimum and contact you annually for an update, unless we have agreed to contact you sooner. Or you can also contact The EHE team at any point.

If The EHE Team believes the education does not appear to be full-time, efficient and/or suitable, they will talk this through with you and offer suggestions and recommendations. Follow-up contact will be arranged to discuss the progress.

If following attempts to make improvements, it appears your child's education is unsuitable; formal steps will be taken to ensure your child receives a suitable education, this could be through the use of a School Attendance Order<sup>21</sup>.

Please see Appendix A - 'School Attendance Order flowchart'.

If we do not receive a response to our informal enquiries regarding the home education provision, we will conclude from the absence of any response that it appears your child is not receiving a suitable education.

### **What if my child has an Education, Health and Care Plan?**

All parents, including the parents of children with special educational needs, have an equal right to educate their child at home. However, if a child has an Education, Health and Care Plan (EHCP), Kirklees Council continues to have a duty to ensure that the child's special educational needs are met.

Kirklees Council will work in partnership with parents to ensure that suitable arrangements are in place to meet the child's special educational needs. However, parents should be aware that they have a duty to provide their child with an efficient, full-time education suitable to the age, ability and aptitude and to any special educational needs the child may have, in line with section 7 of the Education Act 1996<sup>22</sup>, whilst Kirklees Council has a duty:

- to maintain the child's plan,
- to review the plan annually,
- To decide whether the plan's contents are appropriate or whether the plan should remain in place.

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<sup>21</sup> School Attendance Orders [Education Act 1996 \(legislation.gov.uk\)](https://www.legislation.gov.uk)

<sup>22</sup> Section 7 Education Act 1996 <https://www.legislation.gov.uk/ukpga/1996/56/section/7>

At the annual review of a child's EHCP, the Special Education Needs and Disability Assessment and Commissioning Team, (SENDACT)<sup>23</sup>, on behalf of Kirklees Council will consider the child's progress and whether any changes are needed to the plan. Parents are always invited to attend the annual review meeting to ensure that the Local Authority can develop as full a picture as possible of the child's progress and to help identify any changes that may be needed<sup>24</sup>.

In addition, a parent who is educating a child at home may ask Kirklees LA to carry out a statutory assessment of their child's special educational needs. The LA must consider the request within the same timescales as the requests that it receives from any other parent.

When the parents of a child with an Education, Health and Care Plan decide to withdraw them from a mainstream school to educate them at home, the LA will ask the parents how they intend to meet the child's special educational needs outside the school setting. If Kirklees LA is satisfied that the educational provision is suitable, it will amend the EHCP to specify the type of school it considers appropriate for the child and add that "the parents have made their own arrangements under section 7 of the Education Act 1996"<sup>25</sup>.

### **Can I educate my child part-time at home and part-time at school?**

This is known as flexi-schooling. Parents can ask a school to consider a flexi-schooling arrangement. The agreement is at the discretion of the Head Teacher. There is no duty on a school to provide flexi-schooling. For further information, please refer to the flexi-schooling guidance.

### **Can my child still take GCSEs and other examinations?**

Yes, exams can be taken as a private candidate. As the parent, you will need to find a registered centre at which your child may take the examinations. It would be advisable for you to also contact individual examination boards to discuss the arrangements for private candidates. You will have to pay for any examination registration fees, examination centre fees and assessment of coursework by an accredited person/body.

A range of apprenticeships and work-based learning programmes are available to young people with GCSE qualifications. They are also required for many college courses. Alongside qualifications like 'A' levels and National Diplomas, universities often require GCSEs, particularly in English and Mathematics, (Grade 4 and above). Once a pupil is 16 years of age, they can enrol in a wide range of adult courses

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<sup>23</sup> SENDACT <https://www.kirklees.gov.uk/beta/special-education/about-special-educational-needs.aspx>

<sup>24</sup> Kirklees Local Offer <https://www.kirklees.gov.uk/beta/local-offer/the-local-offer.aspx>

<sup>25</sup> Section 7 Education Act 1996 <https://www.legislation.gov.uk/ukpga/1996/56/section/7>



including A/AS level examinations. The Open University is a good source for a range of study<sup>26</sup>.

### **Will my child be entitled to careers advice?**

Yes, impartial advice is offered to all young people through C+K Careers<sup>27</sup>. You will be provided with detailed information about post 16 options when your child is year 11 age. Careers Advisers are available to help you understand choices and make applications. Parents can access careers and progression advice at any point during their child's education by contacting C+K Careers. The service is available to all young people up to the age of 19.

### **Can I use private tutors or send my child to an out of school setting to supplement my child's education?**

Yes, you can but Kirklees Council urges you to consider the importance of ensuring your child is effectively safeguarded. The current guidance document, 'Elective Home Education – Guidance for Local Authorities', states:

*“Parents may choose to employ other people to educate their child, though they themselves will continue to be responsible for the education provided. They will also be responsible for ensuring that those whom they engage are suitable to have access to children. Parents will therefore wish to satisfy themselves by taking up appropriate references such as an appropriate Disclosure and Barring Service, (DBS)<sup>28</sup>, check and local authorities should encourage them to do this”*

Similarly, if you wish to use another educational setting, you should check that it meets all required health and safety standards. If the setting your child attends is providing full-time education to five or more students of statutory school age, or one pupil with an Education Health and Care Plan, or to one pupil who is Looked After, (in the care of the Local Authority), they should be registered as an Independent School<sup>29</sup>. If they are not registered they may be operating illegally and we would advise you to inform us immediately.

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<sup>26</sup> Apprenticeships <https://www.gov.uk/topic/further-education-skills/apprenticeships>

<sup>27</sup> C+K Careers <https://ckcareersonline.org.uk/>

<sup>28</sup> Disclosure and Barring Service <https://www.gov.uk/government/organisations/disclosure-and-barring-service>

<sup>29</sup> Independent Schools [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/690495/La\\_Guidance\\_March\\_2018.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/690495/La_Guidance_March_2018.pdf)

## Useful contacts

Kirklees EHE Team  
EHEteam@kirklees.gov.uk  
01484 221919, (Ask for the EHE team)

C+K Careers  
High Street, Huddersfield, HD1 2LR  
01484 213856  
Website <https://ckcareersonline.org.uk/>

Qualifications and exam boards  
JCQ (Joint Council for Qualifications)  
Ground Floor, 4 Millbank,  
London SW1P 3JA  
Tel 020 7638 4132  
Website [www.jcq.org.uk](http://www.jcq.org.uk)  
E-mail [info@jqc.org.uk](mailto:info@jqc.org.uk)

AQA (North)  
Address Devas Street, Manchester M15 6EX  
Tel 0161 953 1180  
Website [www.aqa.org.uk](http://www.aqa.org.uk)

City & Guilds  
Address 1 Giltspur Street, London EC1A 9DD  
Tel 020 7294 2800  
Website [www.cityandguilds.com](http://www.cityandguilds.com)

Edexcel  
Address 190 High Holborn, London WC1V 7BH  
Website [www.edexcel.com](http://www.edexcel.com)

OCR  
Address Syndicate Buildings, 1 Hills Road, Cambridge CB1 2EU  
Tel 01223 553 998  
Website [www.ocr.org.uk](http://www.ocr.org.uk)

## Education advice

Advisory Centre for Education - independent advice for parents on education issues:  
<http://www.ace-ed.org.uk/>

Department of Education - responsible for education and children's services in England:  
[Department for Education - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Education Otherwise - a UK charity offering information and support to families providing home education:  
<https://www.educationotherwise.org/>

Home Education Advisory Service - advice and practical support for families who wish to educate their children at home:

<https://www.heas.org.uk/>

National Curriculum - sets out the programmes of study and attainment targets for all subjects at all 4 key stages:

[National curriculum - GOV.UK \(www.gov.uk\)](https://www.gov.uk/national-curriculum)

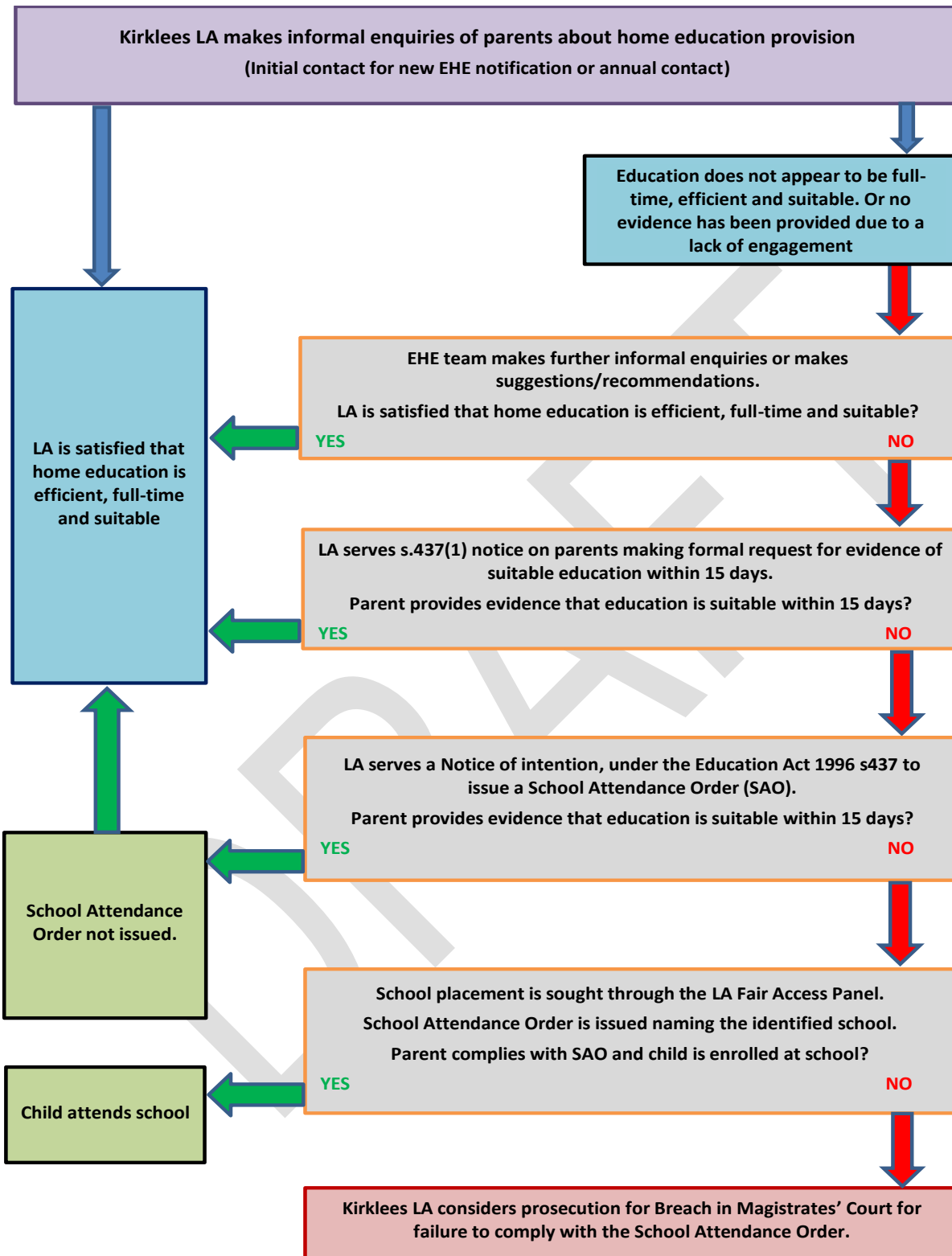
IPSEA – Independent provider of special education advice:

<https://www.ipsea.org.uk/>

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# Appendix A

## Flow Chart of Local Authority Actions in Home Education Cases



# Flexi-schooling

## Guidance for Schools and Parents

September 2021

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1. Flexi-schooling
2. Government Guidance
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7. National Curriculum/SATs
8. Children with an Education Health Care Plan, (EHCP)
9. Safeguarding
10. In Conclusion

## **1. Flexi-schooling**

### **What is flexi-schooling?**

Flexi-schooling describes an arrangement between the parent and school where children are registered at the school in the usual way but attend school part-time. For the rest of the time, the child is home educated.

Unlike full-time home education, any agreement between parents and a school for the child to be flexi-schooled is at the Head Teacher's discretion. Flexi-schooling can be a long-term arrangement or a short-term measure for a particular reason. The child will be required to follow the National Curriculum whilst at school, but not whilst they are being educated at home.

There may be many reasons why parents may want to arrange flexi-schooling for their children, for example:

- illness,
- a desire to home educate while making use of the school for some subjects,
- school phobia/refusal,
- allowing time for a special ability, such as music, sport etc.,
- a phased return to school after an absence for some reason.

Flexi-schooling is also different from a temporary reduced timetable. Reduced timetables are put in place on an exceptional basis for a time-limited period for circumstances such as medical intervention or to meet a pupil's individual needs. For more details on this please see Kirklees Reduced Timetables Guidance for Schools: <http://kirkleesbusinesssolutions.uk/Page/13204>

The responsibility for setting up and monitoring the suitability of the flexi-schooling agreement lies with the school and not the Local Authority.

The decision to undertake flexi-schooling should only be considered if there are positive reasons for doing so and where all parties agree that such an arrangement is in the best interests of the child.

## **2. Government Guidance**

There is no legislation or case law that either forbids or authorises flexi-schooling. Parents are under a legal duty to ensure that any child of compulsory school age receives full-time education which is suitable to their age, ability, aptitude and any special educational needs that they may have, either by regular attendance at school or otherwise.

## **3. How a Request for Flexi-schooling Should be Made**

Arrangements for flexi-schooling can only be made at the request of a parent or carer with parental responsibility.

If a parent/carer is interested in making a flexi-schooling request, the Head Teacher of the child's actual or prospective school should be contacted so that the proposal may be considered.

Parents do not have a legal right to have a flexi-schooling arrangement. Flexi-schooling is an arrangement between the school and the parent of a registered pupil and is entered into at the complete discretion of the Head Teacher.

The Governing Body may be involved in agreeing and reviewing a general approach to requests for flexi-schooling, but this does not exempt the Head Teacher from the need to consider each request individually. The whole Governing Body should not become involved in individual cases and cannot overturn a Head Teacher's decision.

There is no right of appeal against the decision of a Head Teacher not to agree to a flexi-schooling request.

#### **4. Recording Flexi-schooling on Attendance Registers**

Schools must mark the register code C, (authorised absence), where pupils are home educated during school hours. It is not appropriate to mark this time as 'approved off-site activity' as the school has no supervisory role in the child's education at such times and has no responsibility for the welfare of the child while he or she is at home.

Some schools have expressed concern that such absence may have a detrimental effect on Ofsted inspections. This is not necessarily the case; some schools with significant flexi-schooling numbers have had good outcomes from Ofsted inspections. <https://hollinsclough.staffs.sch.uk/flexi-schooling/>

Schools which have flexi-schooled pupils should be ready to discuss with Ofsted inspectors the arrangements they have in place to deal with the requirements caused by such pupils. Schools are held to account through inspection for the performance of pupils, and that will include any who attend the school as part of a programme of flexi-schooling.

#### **5. Funding/Admissions**

Children who attend part-time under a flexi-schooling arrangement are funded in the same way as pupils attending school full-time.

Children who attend part-time under a flexi-schooling arrangement are subject to the same school admission processes as other children and are counted in the same way as a child who attends full-time.

Flexi-schooled children are included in census count returns as for other children.



## **6. Flexi-schooling agreement**

In all cases where flexi-schooling is agreed upon, it is recommended that the school has a written agreement with the parents/carers so that expectations and arrangements are clear for both parties. Such an agreement is likely to include:

- the normal expected pattern of attendance at school and the initial term of the agreement,
- the rationale for why the flexi-schooling arrangement is in the best interests of the pupil concerned,
- procedures for flexibility around special events which fall outside the normal arrangement,
- that the school will follow up any unexpected or unexplained absence in the same way as it does for other children, following the First Day calling procedures,
- details of what areas or subjects will be studied at home, or away from the school site and what areas or subjects will be taught in school,
- details of how the pupil will be assessed and arrangements for public assessments and examinations,
- an agreement that if the parent/carer chooses to employ other people to educate their child at home, they will be responsible for making sure that those whom they engage are suitable to have access to children, (through DBS checks), and will be responsible for meeting all costs related to this decision,
- details of any special educational needs and associated provision,
- arrangements for regular planning and review meetings between parent/carer and school to ensure the child achieves his/her potential and to promote good home/school relationships,
- how often and under what circumstances full reviews of the flexi-schooling arrangements will be carried out,
- confirmation that the school will notify Kirklees Council of the agreement, and of any concerns it may have about the suitability of the education being provided at home. Kirklees Council will also be informed, in advance, if the flexi-schooling arrangement is to be withdrawn and/or termination of the agreement.
- clarity about the circumstances under which and with what notice either party can withdraw from the arrangement.

If a parent refuses to sign the flexi-schooling agreement, then it must be made clear to the parent that the school will not enter into flexi-schooling arrangements. Similarly, if the parent fails to follow the terms of the agreement, the school must inform the parent that the flexi-schooling arrangement will be discontinued. The child is then required to attend school on a full-time basis - unless the school receives written notification from the child's parent that they have chosen to withdraw the child from school to home educate their child. The school will inform Kirklees Council of this decision to ensure the child is receiving a suitable education.

## **7. National Curriculum/SATs**

The National Curriculum applies to the school-based part but not necessarily the non-school based part. In law, the National Curriculum does not apply to the non-school

based part of the education of a flexi-schooled child unless this was part of the arrangement/agreement between the school and the parent.

SATs are a statutory requirement for schools, so the normal rules apply, and the child will be expected to sit them all.

## **8. Children with an Education Health Care Plan, (EHCP)**

Where a child has an Education Health Care Plan, (EHCP), the decision to flexi-school must be taken in conjunction with the Special Educational Needs and Disability Assessment and Commissioning Team, (SENDACT). Where flexi-schooling is agreed for a child with an EHCP, this should be recorded on the plan and progress monitored through the usual annual review process. It is not necessary to wait for the EHCP amendments to be made before the agreed flexi-school arrangement can commence.

There needs to be a clear agreement of how the Special Educational Needs provision will be provided for a child who is not attending on-site for all school sessions. It is strongly recommended that those children with a flexi-schooling arrangement have their EHCPs reviewed on a more regular basis than for those attending school full-time. This will ensure they are making full and effective progress towards their objectives or outcomes.

## **9. Safeguarding**

The safeguarding of any child should always be of paramount importance. Therefore, any decisions should be taken with any known and existing safeguarding concerns in mind. Where a child attends another setting on those days when not in school, it is incumbent on the parent to ensure the adequacy of the safeguarding arrangements in operation at this setting. The Head Teacher should, however, still act in response to any concerns that arise and follow the schools normal safeguarding procedures.

## **10. In conclusion**

The decision to embark upon a period of flexi-schooling should never be taken lightly. It should only be considered when the reasons for doing so are entirely positive. A parent/carer must be confident that he or she can meet the educational needs of the child fully and a school must understand and accept the fact that, if arrangements are agreed upon, the school will retain the responsibility for the child's progress. It has been shown that such arrangements, kept under review, can work well.