

## Acorns School Home Education Policy

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### Purpose and philosophy

There may be circumstances that mean a pupil is unable to attend school due to their medical, health or mental health needs. During this time, Acorns School recognised that home education can contribute to a pupil's educational progress and well-being. Home education will appear different for individual pupils based on their individual needs.

### Aims/ Intent

- To ensure consistency in approach for pupils who are educated at home
- To provide guidelines and expectations for all staff who are providing home education
- To ensure safeguarding procedures and code of conduct are in place for everyone involved in home education

## Provision

The provision of home education will appear different for individual children. This will be based on pupil's individual needs. An initial assessment will be carried out by the designated class teacher who will then provide a plan of provision.

Sessions will be planned for by the class teacher but may be delivered by a range of supporting staff including the class teacher, teaching assistants or associated therapists.

On occasions sessions may be cancelled due to staff absence from school. Where possible these sessions will be re-arranged or facilitated by alternative staff members. In the event the session is cancelled parent's will be informed at the earliest convenience.

Examples of provision:

- home visits and 1:1 lessons
- virtual lessons
- pupils joining class visits
- provision of resources and activities
- guidance from school staff for families to lead activities

## Curriculum and target setting

A period of assessment will take place at the beginning of home education to aid staff planning and target setting. A copy of the initial information gathering form can be found in Appendix 1. Staff will use the pupil's EHCP outcomes to create annual review and IEP targets to be worked on through home education activities. These will be shared with families in the same way children who are learning in the school setting. Learning will be based on the current topic being followed in the child's link class.

## Resources/ ICT

Appropriate resources will be provided to be used at home either during 1:1 sessions or sent home to be used for the work and activities provided. Families should be made aware that these are on loan from school and will be expected to be returned once finished with.

ICT is a useful resource, particularly for providing additional support and virtual learning where appropriate. During initial information gathering, staff will ascertain if ICT is available at home, if necessary, this will be loaned from school. The Acorns School Online Safety Policy must be adhered to at all times.

### Assessment and reporting including EHCP/ annual reviews

Assessment is essential to monitor pupil progress and advise future planning. Staff will follow school assessment and reporting guidelines. Staff will provide advice for EHCP reviews, annual reports and use Evidence for Learning to record progress against IEPs.

Each session will be recorded on session evaluation sheets, see Appendix 2.

### Lone working

The nature of home educating means that staff will often be participating in lone working in a pupil's family home. School will adhere to "Lancashire County Council Occupational Health and Safety System – Health and Safety guidance on lone working risk assessment" See Appendix 3. School will provide a lone working risk assessment for staff based on this.

### Safeguarding

All staff have a responsibility to ensure pupils are safe and protected from harm. Staff must follow the Acorns Whole School Policy for Safeguarding and Child Protection. Staff must report any concerns to the DSL as soon as possible and record concerns on CPOMS.

### Staff conduct

Staff members are representing Acorns Primary School at all times, both on an off-site. Therefore, the Acorns School Code of Conduct must be adhered to at all times

### Illness

In the event that the designated staff member for home education becomes unwell or is off due to illness the session will be cancelled. If an alternative member of staff known to the pupil is available, the session will be facilitated as planned.

In the event of a sickness / diarrhoea outbreak in the pupil's link class (more than 3 pupils / staff) the session will be cancelled, and parents will be informed as soon as possible via email or telephone call.

In the event that the home educated pupil becomes unwell / has a bout of sickness / diarrhoea (that is not linked to feeding) the NHS guidelines for attending school will be adhered to and the session will not take place. Parent's need to inform school at the earliest convenience to cancel the session if possible by 9:00am by telephone call to the school office.

Other times sessions will be cancelled will be if a child presents with the following;

- High temperature (session can resume once temperature subsides).
- Chickenpox (no session until spots have crusted over).
- Impetigo (no sessions until sores have crusted over or 48 hours after starting antibiotic treatment).
- Measles (no session for at least 4 days from when the rash appeared).
- Scarlet fever (no session for 2-3 weeks or 24 hours after starting antibiotics).
- Vomiting and diarrhoea (no session for 48 hours after the last episode).

For any other illnesses please follow NHS guidance – [Is my child too ill for school? - NHS](#)

After any hospital admission school require the pupil to be at home for at least 24 hours before sessions will commence. Please inform school at the earliest convenience of an admission or discharge so we can plan sessions accordingly.

Reviewed by:

L Hall                      Headteacher                      Date: October 2025

S Jukes                      Chair of Governors                      Date: October 2026

Next review date: October 2026