



MISSING IN EDUCATION POLICY FOR OXFORDSHIRE SCHOOLS

Clanfield Church of England Primary School

Approved by:	Chair of Governors Vice Chair of Governors	Date: 25.04.2019
Last reviewed:	April 2019	
Next review:	April 2020	

Clanfield CE Primary School has adopted Oxfordshire County Council's policy which encompass the following.

Children Missing Education

Monitoring and reducing the time children are without a school place or on a reduced timetable

Please refer to <http://schools.oxfordshire.gov.uk/cms/content/children-missing-education>.

Overview

Children Missing Out is a co-ordinated list of children who are without a school roll, and children who are on schools rolls and are known to be persistently absent or on reduced timetables.

The team works closely with colleagues within the local authority, with schools and with partner agencies to reduce the length of time that children are without a school place or on reduced timetables.

A strategic group oversees this work and will challenge barriers that prevent access to full time education provision for children resident in Oxfordshire or on roll at a school in Oxfordshire.

Background

The local authority (LA) has a statutory obligation to ensure that children and young people in their area are receiving a suitable education. Too often, children and young people who receive only a part-time education, or who have none at all, can become invisible to the local authority. The LA must know what education these children and young people receive each week, or whether they even attend, in order that they do not miss out on education or become vulnerable to abuse.

Who are we focusing on?

Within Oxfordshire there are children and young people who do not, or cannot, attend full-time school education in the usual way (this means between 21-25 hours per week for 38 weeks of the year). Those pupils who do not attend school or similar provision are at risk not only of social and educational failure, but also, importantly, of physical, emotional and psychological harm.

They include those who:

- have been permanently excluded
- have social, mental health or behavioural difficulties and are at risk of exclusion
- have medical needs

- rarely attend school and have PSPs as part of attempts to reintegrate them into full-time education
- are pregnant or are young mothers of compulsory school age
- are returning from custody
- new to the country and awaiting a school place
- have moved from another area and a school place has not been secured; this may include children who are looked after

Guidance for Schools on Reduced Timetables

We have produced a policy document - Guidance for Schools on Reduced Timetables (pdf format, 86Kb), which explains the roles and responsibilities of Schools and the Local Authority, gives advice about planning and risk assessment, and guidance on reporting the use of reduced timetables.

There is a template Reduced Timetable Proforma (doc format, 89Kb) for easy reporting. There is also a Reduced Timetable Closure Form (doc format, 100KB) you can fill out.

For further advice, and to discuss any particular circumstances, you can contact ert@oxfordshire.gov.uk.

This policy has been approved by:

Chair of Governors:  **Duncan Collett**

Vice Chair of Governors:  **Olivia Hawkins**

Date: 25 April 2019

Date to be reviewed: April 2020