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## Admissions Policy

### The Children's Hospital School at Great Ormond Street & UCH

Review Frequency	annual	<i>Next review date: May 2023</i>
Previous Reviews	FGB March 2021	
Full Governing Body Ratification	Yes	<i>Date: July 2022</i>
Approving Committee	A&C	<i>Date: May 2022</i>
Policy Holders (name of staff)	Headteacher	

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## **Table of Contents**

<b>Overriding Principles &amp; Legislation.....</b>	<b>3</b>
<b>Aims .....</b>	<b>3</b>
<b>Equal Opportunities.....</b>	<b>3</b>
<b>Criteria for Teaching .....</b>	<b>4</b>
<b>School's Approach .....</b>	<b>5</b>
<i>Teaching Sessions .....</i>	<i>5</i>
<i>Allocation of Teachers .....</i>	<i>5</i>
<i>ICT.....</i>	<i>5</i>
<b>Discretionary Groups .....</b>	<b>6</b>

## **Overriding Principles & Legislation**

The Children's Hospital School at GOSH and UCH is funded by the Department for Education and must make its resources available primarily for those pupils whom it was set up to serve, i.e. in-patients who are school aged pupils on roll in schools in England & Wales.

Our duty is to support legislation under Section 19 of Education Act 1996 and the Equality Act 2010 which places the responsibility on the Local Authority for '*arranging suitable full time education for children of compulsory school age who, because of illness, would not receive suitable education without such provision. It applies to children who are pupils in Academies, Free Schools, special schools and independent schools as well as those in maintained schools.*'

Below is a link to statutory guidance for local authorities January 2013.

<https://www.gov.uk/government/publications/education-for-children-with-health-needs-who-cannot-attend-school>

Children and young people who are registered at The Children's Hospital School remain on roll at their home school. Although such pupils are taught by our school, **at all times, they remain the responsibility of the home school and should be recorded on their home school's annual census return**

## **Aims**

The Children's Hospital School seeks to minimise the interruption and disruption to children & young people's education so that academic progress and an interest in learning will continue, as far as their health permits.

We provide continuity of education for children and young people who are temporarily absent from their home school due to their medical needs. Children and young people with medical needs include those who are physically ill or injured and those with mental health problems.

## **Equal Opportunities**

UNICEF state that 'Every child has the right to an education which develops their personality, talents and abilities to the full.' **We believe that the hospital should aim to provide equal access to the curriculum and all the school's facilities for all pupils**, irrespective of gender, ability, ethnicity and social circumstance.

All pupils should be given equal consideration, including those with special needs and non-English speakers. If these pupils require extra support in the schoolroom this must, wherever possible, be brought to the attention of school staff in advance, in order that adequate planning and appropriate resources are made available.

## **Criteria for Teaching**

In all cases there must be an agreement with the parents that they want the child to engage in education and that they will provide information about child's experience of schooling.

Priority is given to **inpatients** that are:

- School aged and on roll in schools in England and Wales
- Long Stay: 10 school days or more
- Nursery Age (2-4 yrs) Long Stay: 10 school days or more
- Recurring
- Taking public exams

**If there is capacity we may also teach**

- under 2's with complex needs and an Educational Health Care Plan
- short stay pupils at GOSH if they are able to leave ward & attend the Schoolroom

**We do not teach**

- One-off, day-patients on the wards
- Out-patients, except long stay/recurring pupils previously on school roll
- Children who are not patients of the hospital (e.g. visitors)
- Siblings of patients (\*see discretionary advice below)
- International Private Patients, with the exception of those who are on roll at a British or International school and who have a level of English sufficient to engage with our curriculum (see separate IPP statement)

## **School's Approach**

All our staff are fully qualified and regularly assessed and monitored to meet outstanding standards. All staff have honorary contracts with the hospital and are fully trained to meet safeguarding and infection control procedures.

## **Teaching Sessions**

Each case will be assessed individually and alongside the ward staff the school will decide if it is appropriate for the child to receive one of the following:

- Daily Schoolroom (*current limit on space available -NHS COVID restrictions*)
- Daily sessions of up to one hour 1:1 on the ward
- More than one daily session of up to one hour 1:1 on the ward
- Limited number of 1:1 sessions on the ward e.g. twice or three times a week

Each session is recorded on our database and learning outcomes are identified.

## **Allocation of Teachers**

Long stay patients (3 weeks +) will be allocated a Key Teacher. This will depend on staffing and patients with the longest stays are prioritised.

Each case will be assessed individually and the school leadership team will allocate the appropriate staff according to needs of the child.

These patients are set personalised targets and their progress is monitored through these. We also make contact with their 'home school' so we can ensure continuity for the child.

If these patients are not able to attend the school room then they are seen by their Key Teacher on the ward. In cases where the patient requires specific input from curriculum specialists or staff trained to work with children with special educational needs, they may work with more than one teacher.

When a pupil is discharged, a written report is given to parents and the home school if they have attended school for over 20 sessions.

Shorter stay patients who cannot attend the schoolroom will be picked up by teachers on a daily basis when staffing allows.

## **ICT**

Please see the school's policy\* on access to our wireless network which should be adhered to at all times and follows e-safety guidelines to protect pupils on our school roll.

## **Discretionary Groups**

Siblings, patients in hospital organised accommodation, regular out-patients, special referrals are considered on an individual basis according to the Overriding Principles in section 1.

The School may admit siblings of long-stay patients, pupils occupying hospital accommodation, regular/ recurring outpatients or special referrals from the Local Authority who:

- are unable to attend and missing their home school
- are likely to attend regularly for two weeks or more.
- can be taught in the schoolroom in a group.

**There is no statutory obligation for the Hospital School to admit pupils in this discretionary group and a place cannot be guaranteed.**

Siblings/ patients in hospital accommodation / regular out-patients must have the permission of the Headteacher or an Assistant Headteacher, before being entered on roll.

Siblings will be expected to seek local school entry after two/ three weeks on our roll, if their anticipated stay in Camden becomes extended.

**Please see our separate Sibling Policy\* for more guidance**

