



THE
WESTCLIFFE
FEDERATION

Flexi Schooling Policy

Approved by:

Governing Body

Date: March 2023

Next review due by:

March 2025



Here at the Westcliffe Federation of schools', we recognise the right of parents to choose a suitable education for their child according to values and beliefs.

We welcome all children irrespective of need, background or belief to our Federation, and we firmly believe that our Flexi-Schooling provision at three of our school sites, (not available at West Felton) can be an arrangement which is beneficial to all.

Our provision is pre-dominantly aimed at children who are or have been ELECTIVE HOME EDUCATED (EHE). We will also consider requests from parents whose children are finding formal education in their current setting a challenge that is likely to lead to school refusal. Mental health and wellbeing is a key driving force for us and if we can support children and parents where full time education is impacting on this then we want to help in any way we can.

Parents need to be aware that schools' do not have to provide Flexi-Schooling by law but at the Westcliffe Federation we feel strongly that every child should have access to education and be supported with social, emotional, physical and mental needs in a way that suits them. If this means they do not access school full-time, then we will work with this.

What is Flexi-Schooling?

Flexi-schooling or flexible school attendance is an arrangement between the parent and the school where the child is registered at school and attends our school for at least '3 consecutive Core Days' – Monday/Tuesday/Wednesday; the rest of the time the child is home educated (on authorised absence from school). This arrangement is an open ended offer but we do require a child in Year 6 to attend full-time in preparation for transition to Secondary School. However, the terms of this arrangement can be varied over and above the core days, or withdrawn if the Executive Head Teacher and Governing Body decides to do so, and decisions in this regard are not open to challenge.

Flexi-schooling is a legal option provided that our Executive Head Teacher agrees to the arrangement. The child will be required to follow the National Curriculum whilst at school but not whilst they are being educated at home'.

There is no statutory curriculum for the home education element of our flexi-schooling arrangement. None the less we promote without pressure the opportunities the partnership flexi-schooling brings - and from that, we hope that this partnership will develop in a manner that is mutually beneficial to all parties.

All teaching and learning offered on the core days reflects our curriculum policies as offered to children who attend on a formal basis. This policy and our other school policies do not seek to prescribe how children should be taught at home for the home education element of the Flexi-schooling arrangement.

Our Principles of Flexi-schooling are:

We see Flexi-schooling as;

- a process of co-operative teamwork, within which we welcome and encourage the involvement of parents in the education of their children

Within which;

- we treat all children fairly and give them equal opportunity to take part in class activities
- we treat all children with kindness and respect
- we praise all children for their efforts and, by so doing, we help to build positive attitudes towards our Federation and learning in general
- our teachers apply our policies with regard to discipline and classroom management
- teaching staff make clear the class code of conduct
- all children are expected to comply with the rules that are in place to promote the best learning atmosphere for all
- we insist on good order and behaviour at all times
- children who misbehave will be managed fairly within the guidelines for sanctions as outlined in our school Behaviour Policy
- We conduct all our teaching in an atmosphere of trust and respect for all.

Aims

Being a small rural Federation affords our school the ability to offer some opportunities not readily offered elsewhere – Flexi-Schooling is one of these opportunities that work well in our unique small schools' rural environments.

We believe that people learn in many different ways and we endeavour to provide a rich and varied learning environment that allows children to develop their skills and abilities to their full potential.

We believe all children are important and from that we tailor our teaching and learning suited to the needs of each child, to ensure they develop at their own pace, with access to any level of education irrespective of their age.

Summarised - these points are what we offer all pupils;

- a more flexible approach to education that encompasses and supports all children
- access to a happy, stimulating, secure and safe environment both in school and at home that offers all children an equal opportunity to develop their abilities and personalities, helping to unlock their potential
- access to the bank of knowledge, skills, concepts, attitudes, and values of our broad and balanced curriculum. This fosters a lifelong love of learning, in a shared

environment where pupils, parents and teachers can effectively work together, enhancing the education provision for all.

- the opportunity for our children to share a healthy respect for personal choice and a clear understanding and acceptance of others and their ideals
- the opportunity to develop a responsible and independent attitude towards learning
- welfare checks to ensure all safeguarding needs are being met

Attendance Options

We offer two schooling options at the Westcliffe Federation of schools’;

- Formal Option – Full-time regular education within statutory guidelines (*normal registration codes*)
- Flexi-School Option* – Flexi-schooled education, where the child comes on agreed days, wears school uniform and joins in with the timetabled opportunities for that day (*C code if following school guidance*)

Guidance on the Registration of Attendance and our interpretation and use of current coding structure

Parents and Professionals should note that the marking of an attendance register is a statutory requirement; however, the marking system used to define the type of attendance is non-statutory. To that end, we have interpreted the registration codes using the following approach; please note that this stance is not one favoured by the DfE and may be open to challenge. We are seeking a review of the coding structure.

Flexi-School Option

The attendance Code C will be used for children who attend our school and choose to follow a course of study recommended, supported, and monitored by our school when at home.

If Parents/children follow their own education format or divert from the recommendation of staff when schooled at home then attendance Code C, which states: *special circumstances not covered elsewhere*, will be used.

In all cases, children who attend school in person on any given day/session will receive the normal attendance mark and teaching that is specific to their needs and reflects the expectations of the National Curriculum as a minimum.

Introduction, Integration and General Attendance

Initial meeting

We arrange an initial meeting to ensure that the new child/children and parent(s) understand the clear need for a partnership between parents, children, and school.

The integration of Flexi-schooled pupils within the school community

Our timetable is organised so that children who are Flexi-schooled can continue follow-up work after attending what we term the three ‘Core Days’ of Monday, Tuesday, Wednesday. All children have access to the full curriculum. We do appreciate that parents may require different days and we can work with parents to work around this.

If a child is accepted on roll to attend on the flexi-school basis, parents need to be aware that they are fully responsible for the Safeguarding and Child Protection elements relating to their child when away from the Federation and being Home Educated. This extends to Education provided by a 3rd party arranged by the parent/carer/responsible adult.

Flexi-Schooling at the Federation

We want all children to have access to a wide range of educational opportunities. We will ensure this happens for every child. If you wish your child to join one of the three schools' within the Federation, on a Flexi-School basis, then we ask that you complete a form agreeing to the three core days and with a view of increasing to full-time at a later date. The form can be accessed at the school offices.

We welcome visits by all parents to the three school sites to look at our Flexi-School provision and the make-up and structure of the schools. We have very committed staff and governors who work tirelessly to guide, reflect and support present and future needs of all stakeholders within the Federation environment.

Policy Updated February 2023

Review date February 2025



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Appendix A

Executive Head Teacher: Mrs Nicola Bond

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Dear Parents and Carers,

Please find attached with this letter our Flexi School Policy. We are very pleased to be working with you and are very happy that our Flexi Schooling arrangement is working for the children and yourselves.

The policy states that we would like the children in school on a minimum of three specific core days – Monday, Tuesday and Wednesday. This helps support staff with the planning and implementation of the curriculum.

Please be aware that as children begin their final year at primary School, Year 6, we do expect them to be at school full-time, in preparation for their transition to Secondary education.

If you feel that Flexi-Schooling suits the needs of you and your child at this time, then please sign below to say you agree to the policy and the three core days.

Child's Name	
I agree to follow the Westcliffe Federation Flexi Schooling policy	Signed:
Date	

We want to provide the best quality education and nurture for your children and look forward to working with you.

Many Thanks,

Mrs Nicola Bond
Executive Head Teacher
Westcliffe Federation