



# Children's Hospital School

Leicestershire Children

## Willow Bank Day School – Service Level Agreement

Between: ..... School / Academy and Children's Hospital School

Pupil Name: ..... Pupil Date of Birth: .....

### Purpose

The purpose of this Service Level Agreement (SLA) is to establish and clarify the operational and financial arrangements between The Children's Hospital School and Home Schools / Academy Trusts.

The SLA will set out the terms and conditions of how The Children's Hospital School will work in partnership to provide support for pupils with medical needs who are unable to attend school.

Once the signed form has been received by The Children's Hospital School, support for the pupil can commence subject to appropriate medical advice and according to dual registration arrangements. This SLA provides a basis for effective partnership working between The Children's Hospital School and schools / academies.

### Our Commitment

The Children's Hospital School agrees to:

- Make personalised educational provision for individual pupils, ensuring continuity of educational provision.
- Provide direct teaching, individually or in groups, to pupils with medical health needs.
- To undertake appropriate educational assessments to ensure the correct personalised learning programmes are provided to meet the individual needs of the pupil.
- To enter pupils for examinations where appropriate and liaise with the home school regarding entries and results.
- To monitor and evaluate the effectiveness of provision for individual pupils who cannot attend school due to medical health needs or who are on an integration programme. Support the home school in the development of an appropriate and sustainable integration programme.
- Contribute to Education, Health and Care Plan assessments according to the Code of Practice.
- Support and advise schools/academies in maximising the achievements and attainment of pupils with medical needs.
- Facilitate the involvement of pupils in making decisions about their own educational options, setting their own targets for learning and other priority health and social needs and in monitoring their own progress.
- Work closely with parents, external agencies and home schools to ensure a collaborative view and good working relationships are maintained and that the pupil's rights are paramount in decision making.
- To ensure accurate sharing of information, providing regular progress, attendance and safeguarding updates to home schools and external agencies that are involved with the pupil.
- To work with pupils to provide post 16 pathway advice and support.



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## Home School's Commitment

The home school / academy and their Governors agree to:

- Maintain the pupil on their school roll.
- Ensure there is a named contact person (usually the SENCo) for pupils with medical needs.
- Work with staff at The Children's Hospital School to plan and implement individual learning plans for pupils with medical needs which have special or additional educational needs.
- Implement the school's policy on Inclusion, Equalities and Special Educational needs, taking into account the code of practice, DfE statutory guidance and LA policies for pupils with medical needs.
- Maintain a collaborative and positive working relationships with The Children's Hospital School, parents/carers and outside agencies.
- To attend regular multi agency review meetings organised by The Children's Hospital School to review pupil's progress and individual learning plans for pupils.
- Work with The Children's Hospital to plan and implement individual healthcare plans in line with DfE statutory guidance.
- To support the implementation and success of reintegration plans for pupils.

## Financial arrangements

Leicestershire County Council (LCC) will be charged, on a half-termly basis, the equivalent pupil premium / free school meal amounts as set out below:

	<b>Pupil premium</b>	<b>Free school meals</b>
Primary	£35 per week	£12.50 per week
Secondary	£25 per week	£12.50 per week

LCC will also be charged for examination entries and any additional charges incurred such as late fees and remarking fees.

The Children's Hospital School will invoice LCC on a half-termly basis, detailing charges per pupil who will apply their own recoupment policy to schools where appropriate.

## Termination of a pupil's placement

The Children's Hospital School retains the right to end the placement of a pupil before the agreed end date if the Head Teacher deems this necessary. This will be the case when it is clear to all parties that there has been a serious breach of The Children's Hospital Schools code of conduct / SLA or it is clear through regular communication with the referring school/academy that the pupils' placements has broken down and it is no longer in the pupils best interest for the placement to continue.

If a student is at risk of their placement being withdrawn, The Children's Hospital School will work with home schools to provide as much notice as reasonably possible and will ensure that appropriate reintegration/alternative education provision is in place.

For any breach of the service level agreement we will in the first instance attempt to effectively resolve the issue with the referring school / academy. Should this breach not be resolved, then either party may wish to withdraw from the agreement, however, consideration must be made to ensure the progress and welfare of any pupil on current placements.

In accordance with DfE guidance The Children's Hospital School will only look to terminate a pupil's placement as a very last resort, after all strategies and interventions have been unsuccessful.



# Children's Hospital School

## Declaration

On behalf of The Children's Hospital School, I have read and understood this Service Level Agreement. I will ensure that the content is disseminated to relevant staff within my organisation and that we agree to abide by the terms and conditions of this agreement for providing educational support.

Signed:

Stephen Deadman (Headteacher)

The Children's Hospital School

On behalf of ..... I have read and understood this Service Level Agreement. I will ensure that the content is disseminated to relevant staff within my organisation and that we agree to abide by the terms and conditions set out in this agreement.

Signed: ..... Headteacher

Print Name: .....

Date: .....

**Form B – County child attending a County or City school**