**Redbrook C of E Primary School**

**Flexi-school Partnership Agreement**

**Introduction**

We offer flexi-schooling as an opportunity for families who wish to home school in order to enrich their child’s educational experience on a part time basis. Flexi-schooling must not be confused with elective home education. Parents/ carers have a legal right to choose to home educate their child, but parents/ carers do not have a legal right to insist on a flexi-schooling arrangement being agreed by our school.

We offer flexi-schooling on the basis that the following points are agreed to:

* Attendance on a minimum of three days each week, these are set to Tuesday, Wednesday, Thursday and are known as ‘Core Days’.
* Key Stage 2 children in Year 6 attend for one full week for statutory assessment held in May.
* The children attend for the full school day, between 8:50am and 3:20pm.
* Evidence of the learning/ work undertaken on home-school days must be kept and shared with the school at least once a month.
* All children wear our school uniform when attending school.
* Parents are supportive of the school and the education their child receives from it.

*Individualised arrangements can be discussed in addition to the above points.*

**Flexi-school Requests**

Whilst a parent/ carer may request that their child is flexi-schooled, it is at the sole discretion of our Executive Headteacher as to whether or not the school is prepared to agree a flexi-schooling arrangement. There is no right of appeal to Governors, the LA or DfE if the proposal is declined on application or rescinded at a later date.

Each flexi-school request will be considered on its own merits and within its individual context.

In order to ensure that flexi-school arrangements are suited to both the school and your family, an initial meeting will be arranged between the Executive Headteacher and the parents/ carers to discuss the needs of all stakeholders in the Flexi-school Partnership Agreement.

If it is then required, a number of induction sessions will be arranged for your child to attend the school.

The Flexi-school Partnership Agreement may then be formally agreed, including the required number of sessions. Both the school and parents/ carers are required to sign the Flexi-school Partnership Agreement.

If you or your child wish to withdraw from the option of flexi-schooling for any reason, you are able to do so at any time without challenge. This must be done in writing and with at least 24 hours notice of the change to ensure we are appropriately prepared in school.

If you or your child wish to make changes to the Flexi-school Partnership Agreement, then this is only possible at the start of each main term – September, January and April (after Easter). Notice should be given prior to the start of these terms in order for the Executive Headteacher to consider the request.

The school reserves the right to withdraw from a Flexi-school Partnership Agreement if:

* There is a significant safeguarding concern
* Your child’s attendance is not in line with the expectations set out in our flexi-school policy
* If there are concerns about your child’s progress and attainment over time where flexi-schooling is seen to be impeding your child from achieving their expected outcomes
* A child is in receipt of an EHCP/ IDP and the issuing authority is not in agreement with flexi-schooling
* Evidence of home learning is not shared with the school, at least once a month as agreed

**Flexi-schooling Application**

|  |  |
| --- | --- |
| Name of Child |  |
| Date of Birth |  |
| Name of Parent(s)/ Carer(s) |  |
| Reason for flexi-schooling (e.g lifestyle, philosophical, cultural, religious belief, additional needs) |  |
| Parents/ carers expectations of the school |  |
| Child’s achievements, skills, hobbies, interests, levels of attainment if applicable |  |
| Does the child named in this document have an EHCP or an IDP? |  |
| In what format will you share work from home with the school? |  |
| Other information parents/ carers wish to share (please use reverse if needed) |  |

* I/ We understand that parents/ carers retain responsibility for their child’s healthcare
* I/ We understand that parents/ carers retain full responsibility for their child’s safety when not on the school premises and whilst under parental care
* I/ We agree to ensuring that our child attends school on time and accrues no unauthorised absence
* I/ We will phone or email the school to confirm reasons for absence if our chid is unable to attend
* I/ We understand that a portfolio of work completed at home will be kept by the parent/ carer/ child which will be shared with school at least once a month

|  |  |
| --- | --- |
| Signed Parent/ Carer(s) |  |
| Print Name(s) |  |
| Date |  |

|  |  |
| --- | --- |
| Signed Executive Headteacher |  |
| Print Name(s) | Natalie Frey |
| Date |  |

This arrangement can be reviewed should either party express concerns that the flexi-schooling option is not benefitting the development of the named child.

All elements of this document are subject to Ofsted/ DfE guidance and statutory duty, along with all current and future UK/ European Law.

**Flexi-School Partnership Agreement**

**Name of Child**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­\_\_\_\_\_\_\_\_\_\_\_  **DOB** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Flexi-schooling: Attendance**

**Part 1 – Agreed Attendance Schedule**

Tick as appropriate

|  |  |
| --- | --- |
| **Flexi-School Option 1** (3 days in school, 2 days home educated)– Flexi-schooled education, where the child attends only on our ‘Core Days’- Tuesday, Wednesday, Thursday. |  |
| **Flexi-School Option 2** (4 days in school, 1 day home educated) – Flexi-schooled education, where the child attends Tuesday, Wednesday, Thursday and Friday. |  |

Attendance on additional days is welcomed – please give at least **24 hours’** notice.

Where there is a special event such as a visitor or a school trip, your child will always be invited to attend for that **full day** if this falls outside their normal attendance pattern.

**It is expected that when working at home your child will follow relevant educational activities.**

The above named child’s education will be divided between home and school as set out in the above timetable.

The timetable may be amended by mutual agreement of the Executive Headteacher and parent(s)/ carer(s) at the start of each main term: September, January and April (after Easter) with due notice being given prior in order for the request to be considered.

All elements of this document are subject to Ofsted/ DfE guidance and statutory duty, along with all current and future UK/ European Law.

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| --- | --- |
| Signed Parent/ Carer(s) |  |
| Print Name(s) |  |
| Date |  |

|  |  |
| --- | --- |
| Signed Executive Headteacher |  |
| Print Name(s) | Natalie Frey |
| Date |  |

**Flexi-schooling: Whilst in School**

**Part 2 – The School’s Responsibilities**

Our school is part of the current state-maintained system of education. Parents/ carers need to be aware that whilst we endeavour to be accommodating, we are required to follow the National Curriculum.

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| --- | --- |
| Name of Child |  |
| Name of parent/ carer(s) |  |
| Signature(s) |  |

Redbrook C of E Primary School is responsible for the education of the above named child during the sessions set out in the **Agreed Attendance Schedule.**

The educational provision will be suitable for the above named child’s age, aptitude and ability as set out in **Section 7 of the Educational Act 1996** and will include:

* Access to school educational visits and visitors to the school
* Assessment (we are required to assess, but we have many ways of doing this that do not distress children – please feel free to discuss this with us)
* Access to the National Curriculum whilst in school (and at home if required)

As the above named parent/ carer(s), I/ we accept that whilst the above named child is in the care of the school that the school is acting in ‘loco parentis’, giving the school primary responsibility for their safety and welfare during this time.

Whilst away from school and in the care of the parent or parent’s nominated carer, the parent is responsible for matters that relate to health, safeguarding and child protection.

The school and parent/ carer(s) will meet at least once every term to review your child’s progress and review the Flexi-school Partnership Agreement if required.

**Education Health Care Plans (EHCP)**

If the school determines that a child registered for flexi-schooling requires an EHCP, this will be brought to the attention of the parent(s)/ carer(s) with a view to making the best provision possible.

Where a child has an Educational Health Care Plan (EHCP) or Individual Development Plan (IDP), the decision must be taken in conjunction with the Local Authority.

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| Signed Executive Headteacher |  |
| Print Name(s) | Natalie Frey |
| Date |  |

**Flexi-schooling: Out of School Arrangements**

**Part 3 – Parental Responsibilities**

This section relates to **all** activities away from school arranged by parents/ carers, whilst the named child is in the care of their parent(s)/ carer(s), or where additional provision with a third party beyond the care of school staff has been arranged. This might include peripatetic tutors, sports coaches, swimming lessons, all types of high-risk pursuits or other similar arrangements.

|  |  |
| --- | --- |
| Name of Child |  |
| Name of parent/ carer(s) |  |

As the above named responsible adult(s), I/ we:

* Are willing to satisfy basic safeguarding and health and safety standards when my/ our child is not in school
* Are responsible for the education of the above named child when they are not attending school on the days and times set out in the **Agreed Attendance Schedule**
* Accept that, I/ we are entirely responsible for the educational provision offered and delivered to our child when they are not in school
* Ensure that a portfolio of work completed at home will be shared with school at least once a month.
* Will, if my/ our child is unable to attend on the agreed days phone or email the school by 9:20am to confirm a reason for their absence
* Understand that if the child named on this document is in receipt of and EHCP or an IDP that flexi-schooling will only be able to continue with the agreement of the issuing local authority.

I/ we understand that notice to withdraw from this agreement must be given in writing.

I/ we understand that the school can withdraw from this agreement at any time by giving reasonable notice in writing, appropriate to the circumstances, but no greater than one school term.

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| --- | --- |
| Signed Parent/ Carer(s) |  |
| Print Name(s) |  |
| Date |  |

**Flexi-Schooling: Safeguarding and Child Protection**

**Part 4 – Core Requirement**

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| --- | --- |
| Name of Child |  |
| Name of parent/ carer(s) |  |

As part of the flexi-schooling arrangement, it is necessary for our school to satisfy the safeguarding and child protection requirement of Ofsted, DfE and our LA. Therefore, parents/ carers are required to ensure basic safeguarding and health and safety standards are met when pupils are not attending school including when they are being cared for or taking part in events involving a third party.

As part of our own monitoring, we expect you to submit your child’s portfolio of work at least once a month and maintain good attendance in line with the **Agreed Attendance Schedule.**

Parents/ carers are also expected to accept visits from a nominated member of staff where deemed necessary. The focus of such visits will focus on all aspects of the home or third party environment, covering all areas of the educational provision available, through to safeguarding and child protection including any concerns raised.

**Unexplained Absence**

In the event that the above named child does not, or cannot attend school within the time-frame of TEN school days (two weeks). The school in the first instance (or officers from our Local Authority if school is not able to do so); will make arrangements with you to meet either at your home address, or in school with the above named child present.

In the event that we are unable to contact with you as parents, or you refuse contact/ attendance when requested, the flexi-schooling agreement will cease\*, the named child will be removed from the school roll and the Local Authority will be notified of our actions and / or concern(s). (\*this could be immediate, but will be no greater than one month)

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| --- | --- |
| Signed Parent/ Carer(s) |  |
| Print Name(s) |  |
| Date |  |

|  |  |
| --- | --- |
| Signed Executive Headteacher |  |
| Print Name(s) | Natalie Frey |
| Date |  |

Nominated persons who will record and monitor this agreement are:

The Designated person for Safeguarding & Child Protection: Mrs Natalie Frey (Executive Headteacher)

The Designated Governor for Safeguarding & Child Protection: Dr Susan Young

The Designated Governor for Flexi-schooling: Dr Stephen Woodley