



## **HOP Admissions Policy**

At HOP, we are dedicated to ensuring pupils have their access to education preserved as much as the child's illness allows, whilst they are unable to attend mainstream education due to health needs. This is done through supporting and empowering young people, schools, their families, carers and professional networks. Whilst we provide access to the National Curriculum, catering for each pupil's ability and medical needs, there is a strong focus on reintegration as we firmly believe that mainstream school is the best learning environment for all children, to enable them to reach their potential. We aim to offer collaborative and therapeutic support, engaging mainstream schools, to create a plan to address the student's needs, and work towards reintegration as quickly as possible, where appropriate. HOP work closely with mainstream schools, medical staff, Social Care, the education expertise of Lewisham Virtual School and have access to a CAMHS team to ensure a holistic approach.

HOP provides education for young people in the Borough of Lewisham that are not able to attend school for medical reasons, using a holistic approach through two routes:

### **Hospital**

The hospital element of Lewisham's Medical Provision educates a child whilst they are in hospital, as outlined in DfE guidance, Education for children with health needs who cannot attend school 2013. It is based at University Hospital Lewisham (UHL). HOP at UHL is based in The School Room in the Harris Family Suite on the first floor of the Children's Inpatient Ward in the Green Zone. The HOP School Room looks and feels like a classroom to create an inspiring learning environment. It is open during term time from 9.30am to 2.45pm. There is no referral process or admission policy. If well enough, all school age children are legally required to attend whilst staying at the hospital. School age children who do not attend will not be allowed in the playroom during school hours.

### **Outreach**

The Outreach element of Lewisham's Medical Provision educates a child where it is deemed that because of illness, they would not otherwise receive suitable education, as outlined in DfE guidance, Education for children with health needs who cannot attend school 2013. HOP outreach usually takes place in the child's home and tries to mirror the hours of the HOP School Room as much as possible. The aim is to provide a full time equivalent education provision, or as much education as the child's health condition allows. As with the HOP School Room, if well enough, all school age children are legally required to attend once referred to HOP Outreach. Each child will have a personal education plan to ensure their timetable reflects their needs and ability. The timetable may include an online learning platform, outreach 121 teaching, group

sessions, commissioned services from tutors and/or mentors for example, work based learning, and CAMHS intervention.

The referral and admission process for HOP Outreach is as follows:

- Child must be on roll at a Lewisham school OR if on roll at an out of Borough school, have proof of a Lewisham address.
- Schools refer by completing all sections of the HOP referral form which can be found online at <http://lewishamvirtualschool.org.uk/lvs-services/hop-hospital-outreach-programme/>
- School must also append medical evidence and evidence of 15 days consecutive non-attendance.
- Only the medical practitioner involved with the young person can decide that their condition prevents them from attending school and thus must be educated at home.
- Referrals to HOP should be the final intervention to reengage young people in mainstream education where there is an evidenced medical reason they are unable to attend.
- Schools must be able to evidence that they have implemented reasonable adjustments to *'ensure that all children with medical conditions, in terms of both physical and mental health, are properly supported in school so that they can play a full and active role in school life, remain healthy and achieve their academic potential.'* (Supporting pupils at school with medical conditions, DfE, April 2014)
- This should include issuing an IHCP.
- On completion and receipt of all three sections of the referral forms, the HOP Panel will then discuss if the child's needs can be met by the service and if the criteria is met.
- Once the HOP Panel decide a child's needs can be met, an initial interview with the child and parents will be arranged.
- At the interview, parents and children are expected to sign a Home - School Agreement. The purpose of this agreement is to foster partnerships between the school and parents, to ensure high standards at HOP, and to make expectations clear on all sides.
- A start date will be given at the end of the interview, with the expectation that the child, parent, and on roll school, in addition to any other relevant party, will attend a 6 week review meeting.
- After starting, the child will remain on roll to their home school.
- After 6 weeks, a decision will be made as to whether the child is ready for a reintegration plan, if the Home – School agreement has been met, or if further support is required from HOP
- After starting, the child will remain on roll to their home school, with HOP providing updates.
- If the child is ready for reintegration, or if the Home – School agreement has not been met, they will be referred back to their on roll school.