

Flexi School for information for schools

“Flexi-schooling” or “flexible school attendance” is an arrangement between the parent and the school where the child is registered at school and attends the school only part time; the rest of the time the child is home educated. This can be a long-term arrangement or a short-term measure for a particular reason.

“Flexi-schooling” is a legal option provided that the head teacher at the school concerned agrees to the arrangement. The child will be required to follow the National Curriculum whilst at school but not whilst he or she is being educated at home.

Strategy and Change have confirmed that for pupils of five or above there is no funding issue for schools and that they will receive full funding for children who are on flexi school arrangements. Each child will count towards the class numbers in Key Stage One and one or more pupils can not be combined to create a full time equivalent. Pupils who are below five will get a pro rata amount of funding.

Further information is available in the [DFE's guidance](#) on home education.

Camden recommended the school have a written agreement with the parents about a flexi schooling arrangement so that expectations and understandings are clear for both parties. Such an agreement might include sections on:

- What days/sessions the child will or will not normally attend school, and if appropriate over what period of time. This maybe same day each week or it could be variable.
- What flexibility there will be regarding special events which fall outside the normal arrangement, e.g. assemblies, trips, productions or performances, sports events, visitors to the school, etc.? However this should be an exception rather than a general rule and the fact that the child comes in does not mean they have a day off elsewhere in the week, however this would need to be negotiated.
- How the register will be marked – on the days a child is not in school they will be marked an absence in the register. DFE guidance on Flexi School

“... If they do, then time spent by children being educated at home should be authorised as absence in the usual way and marked in attendance registers accordingly. It is not appropriate to mark this time as ‘approved off-site activity’ as the school has no supervisory role in the child’s

education at such times and also has no responsibility for the welfare of the child while he or she is at home.” DFE Guidance April 2019 page 35

- That the parents must contact the school if the pupil is absent from a session that they would normally be present at school or at approved educational activity. Whilst poor attendance does not disbar a pupil from flexi schooling school should consider the impact the poor attendance has had on the child's achievement.
- To note that the school will follow up any unexpected or unexplained absence in the same way as it does for other pupils.
- What the arrangement will be at times of pupils' assessment
- If a parent chooses to employ other people to educate their child at home, they will be responsible for making sure that those whom they engage are suitable to have access to children and for any costs this may entail.
- Any perceived special educational needs and associated provision and how this will be addressed by the parent. It may be necessary to amend or update the IEP / EHCP following a discussion with SEN and the SENDCo.
- Recommended regular planning meetings / communication between parent and school to ensure the child achieves his/her potential and to promote good home-school relationships (to be agreed, e.g. weekly during first half term, and then on an agreed schedule)
- Regular reviews should be carried out with the school, the EHE team, and the parent to check progress and resolve any difficulties. When a contract is first entered into there maybe a need for frequent reviews e.g. the contract would only be agreed for each half term. If the review was successful and the contract maintained to the satisfaction of both parties, it would extend for another half term. After two successful reviews it may be better to review termly. There should be a review at the end of the academic year to plan for any changes to the contract.
- The parent should have some form of a plan on what activities they will cover when the child is at home – going to the park, and a museum isn't really sufficient they need to be able to say what they are doing, why they are doing and what they hope to get out it in terms of learning and why the child needs to be removed from school to do this. The EHE team will monitor the home education provision.
- Parents will sign the contract accepting responsibility for their child's education and also are unable to make a claim against any school's insurance claim. Legal have advised that the contract should contain the following sentence “I /

we agree to be fully responsible for our child's safety, health and welfare when not on school premises.”

- To note that the school will notify the local authority of the flexi school arrangement via ehe@camden.gov.uk and if it appears that the home educated part of a flexi school arrangement is not suitable, then the school and local authority will work in partnership to engage with the parents and resolve the concerns about the child's education.
- Under what circumstances and with what notice either party can withdraw from the arrangement, including exit strategy if appropriate
- How any disputes will be resolved (i.e. normal processes are for disputes to be resolved at the most informal level possible, but ultimately any complaints have to be considered by the Headteacher first and then the governing body under the school's complaints procedures). Where the arrangement isn't working as above then school has the right to stop the request. Where the Home Education Advisor thinks the education is inadequate the child will be required to return to school.

It is important that there is a signed contract between the school and the parents so that all parties are clear about expectations as this helps school deal with any disagreements and or if the arrangements are not satisfactory then it is possible to prove to the courts the steps that have been taken.

Resources and websites:

Please note that not all website / resources on line reflect the latest DFE guidance issued in April 2019.

Independent article on Flexi Schooling June 2011

<http://www.independent.co.uk/news/education/education-news/flexitime-school-that-rewrites-the-book-on-teaching-2298708.html>

Hollingsclough School in Staffordshire have made this work and this may be helpful to schools to
Look at their website for the support they offer. Click on the Flexi school section of the website.

www.hollinsclough.staffs.sch.uk

Key Contacts for Flexi School / Home Education in Camden

Please use ehe@camden.gov.uk to contact us or

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