

CHILDREN MISSING EDUCATION

POLICY

Approved by:
Date:

Date of Reviews: SEPTEMBER 2011
MAY 2012
AUGUST 2012

1. INTRODUCTION

This document is intended to inform Local Authority (LA) officers, schools, governing bodies and other involved agencies about Wigan LA's policy to prevent children missing education. The procedures adopted to meet the requirements of the policy are detailed in a separate document – "Children Missing Education – Procedures"

It is a key responsibility of the LA and its schools to safeguard all children resident in Wigan or attending Wigan schools. Children not receiving a suitable education are at an increased risk of a range of negative outcome outcomes that could have long term damaging consequences for their life chances. The best way for the LA and its schools to track the welfare of all children is to ensure that they are all on a school/alternative providers roll or that they are registered with the LA as home educated. Academies/ Free Schools are encouraged to adopt this Policy as good practice.

Section 11 of The Children Act 2004, places a duty on all agencies to work together to promote the welfare of children. Such a principle underpins this policy and there is an expectation that all agencies will work together to ensure children are on school/alternative providers rolls or that they are formally registered as home educated.

2. DEFINITION OF A 'CHILD MISSING EDUCATION'

There is a clear distinction between a child missing education and a child who is not attending school. Children who are not attending school are not, for the purpose of this policy, deemed to be missing education and it is the responsibility of individual schools to establish policies and procedures to respond to absences from school and to make the appropriate enquiries and/or referrals to other agencies. For the purpose of this policy, **a child missing from education is:**

a child, of statutory school age, residing within the geographical boundaries of the local authority, who is neither on a school roll nor being educated otherwise (eg privately or in alternative provision).

The circumstances in which a school may delete compulsory school-age children from their registers are limited. Schools are obliged to comply with the Education (Pupil Registration) (England) (Amendment) Regulations 2010.

3. CHILDREN REMOVED FROM ROLL FROM A WIGAN LA SCHOOL

On a fortnightly basis the Pupil Inclusion Team will access a list of pupils taken off roll and will take action to identify those pupils where no destination has been provided. The Pupil Inclusion Team will also access the data on a termly basis to ensure that any students taken off roll where the entry has been back-dated are also identified.

Next Steps - Please refer to the Children Missing Education - Procedures document

4. CHILDREN ARRIVING INTO WIGAN LA FROM OUT OF BOROUGH

Next Steps - Please refer to the Children Missing Education - Procedures document

5. THE CME/EHE GROUP

Officers from the following services/agencies make up the CME/EHE Group

- Access & Inclusion
- Children's Safeguarding Unit
- Education Improvement & Support
- English as a Second Language
- Gateway Services
- GM Police
- Health Service
- Housing
- Legal
- School Organisation Capital Development
- Youth Offending

Members of the CME/EHE group are required to enter into a Data Sharing Agreement which has been approved by the local authority's Data Protection Officer and Legal Department.

CME/EHE Meetings are held every 6-8 weeks. Prior to each meeting, the current CME and EHE Lists are uploaded onto the AGMA website. The CME/EHE Lists are compiled from pupil data extracted from the LA's ONEV4 database.

Under the Data sharing Agreement referred to above, all group members have access to the AGMA website where CME/EHE Agendas and Minutes are also stored.

The CME List is a standard agenda item at each CME/EHE Group Meeting. Each case is discussed to determine actions and timescales and the appropriate service or agency or multi-agency approach to most effectively and expediently reach the desired outcomes.

This Policy should be read in conjunction with the Children Missing Education - Procedures document