



# CHILDREN ON PART TIME OR REDUCED TIMETABLES

## Context

The Education Act (1996) states that all children of compulsory school age are entitled to a full-time education. A part time timetable is unlawful unless in exceptional circumstances and only after every other options have been exhausted. A child that is not in school full-time can be exposed to safeguarding risks if not managed appropriately and therefore a part-time timetable should be evidenced as required by professionals as absolutely necessary and a last resort

## What Should Schools Do?

Prior to starting a reduced/part-time timetable:

- Seek guidance from the Specialist Teaching Service
- Undertake a risk assessment
- If appropriate, offer Early Help
- Review within first two weeks, and record the planned end date

## DofE Statutory Guidance

In very exceptional circumstances there may be a need for a temporary part-time timetable to meet a pupils individual needs, but this must not be a long-term solution. Any pastoral support programme or other agreement must have a time limit by which point the pupil is expected to attend full-time

## Fair Access Protocol (FAP)

- may seek to secure managed moves for vulnerable children for whom a 'fresh-start' has been identified as beneficial
- This includes children who have been or at risk of permanent exclusion

## Part Time Timetables

- WCC expectation is that they will cease within 6 weeks or sooner
- should have clearly defined objectives & achievable targets
- arrangements **must be** reviewed at least every fortnight

## Child Protection/Child in Need

- Schools considering a part-time timetable for a CP or CiN child must first consult with the child's Social Worker and, **must only be implemented** following a Core Group or CiN Meeting
- CP or CiN child on a part-time table must be contacted daily by the school to ensure they are safe and well

## Child in Care (CiC)

- The Head of Virtual School must be consulted about any proposals to implement a CiC to have a part-time timetable
- They **must not** be used without written consent of the child's Social Worker
- A CLA child on a part-time table must be contacted daily by the school to ensure they are safe and well