

Attachment 2

Flexibility of Timetabling to support individual pupils

Thurso High School: Part Time Attendance Policy 2025/26

Thurso High School's vision is for every pupil to be able to achieve their full potential in a safe, happy and caring environment in which all pupils feel valued and accepted.

We promote a culture which demonstrates a strong commitment to inclusion and diversity, including supporting children and young people who require adaptations to their education in order to best meet their needs.

Reasons for part-time attendance:

We understand that there are exceptional circumstances in which the needs of some children and young people are best met through part-time education at school.

This will include:

- Medical conditions which prevent a child or young person's full-time attendance at school, and they are unable to undertake any other learning when they are not in school.
- A returning OOA pupil requiring part-time arrangements as part of their transition back into a mainstream setting with some of the time supplemented by specialist services such as Home to Highland, Airport House or where possible with staffing, individualised periods with subject specialists on a short term basis.
- Where a child or young person has become significantly disengaged from school and part-time attendance is agreed as a suitable intervention for their reintegration back into school. There is concern that full-time attendance may increase the likelihood of exclusion.
- To support a return to school following a period of exclusion.

The purpose of a part-time timetable:

In planning a part-time timetable, we aim to:

- Create a bespoke support package in response to meeting the learning and wellbeing needs of a child or young person.
- Help a child or young person re-engage with their learning and school community with a plan that has been agreed by them as manageable.
- Allow a child or young person to develop relationships with key adults who are supporting them.

Recording and monitoring part time attendance:

Thurso High School's Senior Management and Guidance teams ensure that all part time timetable arrangements are recorded and reviewed at regular intervals. Part-time timetables are recorded on SEEMiS (the school management information system) to ensure that attendance percentages recorded are based on the timetable agreed by the young person, parents, school staff and relevant partners.

Where part-time education options are discussed, we always aim to construct a clear plan for re-engagement with full time education with the young person and their family.

Part of this is considering an appropriate timescale and scheduling Child's Plan reviews accordingly to ensure that progress is considered at agreed intervals and actions plans amended where necessary.

Longer term planning around part-time education:

All arrangements will meet the legislative requirements to provide suitable education package, particularly where it exceeds short-term arrangements and will be:

- supported through a Child's Plan,
- implemented in full consultation with the parent and child or young person, with the parental agreement that they are taking responsibility for their child when they are not in school or other education provision,
- discussed with other agencies involved in the life of the child or young person including social work and health,
- a temporary measure which is reviewed as minimum every 4 weeks with a clear vision for full-time reintegration into school,
- planned to build on the child or young person's strengths and positive relationships that they have in school,
- planned to incorporate learning opportunities in Literacy, Numeracy and Health and Wellbeing and able to safeguard and protect a child or young person. This is a paramount consideration for all children and young people and particularly so for vulnerable children and young people with social work support, or who are care experienced.