

FLEXI-SCHOOLING POLICY

July 2026

We consider equality implications before and at the time that we develop policy and take decisions, not as an afterthought, and we keep them under review on a continuing basis. All policies are approved by the governing board and reviewed annually.



But the plans of the Lord stand firm for ever, the purposes of his heart through all generations.

*Psalm 33:11
New International Version*

1. Introduction

Flexi-schooling is a voluntary arrangement in which a child receives part of their education at school and part at home or elsewhere. It is not a legal entitlement and may only be agreed at the sole discretion of the headteacher, as confirmed in the local authority guidance:

“Flexi-schooling is a voluntary arrangement that must be mutually agreed upon ... the headteacher retains the right to decline requests.”

Each request is considered individually, taking into account the child’s best interests, safeguarding, educational needs and the operational capacity of the school.

This policy sets out how flexi-schooling operates at our school, the expectations of parents and staff, and the procedures for monitoring and review.

2. Principles and Rationale

Flexi-schooling may be appropriate for a range of reasons, including educational philosophy, cultural considerations, SEND needs or wellbeing. The school recognises that for some children a blended approach can support progress and personal development.

To ensure clarity, the school must also ensure:

- The arrangement constitutes a full-time education across home and school settings as required by Section 7 of the Education Act 1996.
- Safeguarding responsibilities are clear and upheld.
- Teacher workload remains manageable and equitable across the school.
- Flexi-schooling does not compromise the learning of other pupils.

According to local authority guidance, schools must consider “the additional demands and workload to teaching and administrative staff” when deciding whether to agree a flexi-schooling request.

To protect staff wellbeing and ensure fairness, the school will limit the number of flexi-schooling arrangements per class.

3. Key Features of Flexi-Schooling at Our School

3.1 Maximum Home-Learning Allocation

- Pupils may be educated at home for a maximum of two days per week.
- The class teacher will determine which days are most appropriate, balancing curriculum sequencing, assessment points and class organisation.

3.2 Consistent Approach Across Classes

Every class provides flexi-schooling in the same way:

- Parents are given access to the class teacher's school email address for direct communication.
- Learning intentions for home days are provided either:
 - weekly, or
 - for the full half-term within the first week

according to teacher preference.

3.3 Curriculum and Assessment

- Teachers will provide clear learning intentions aligned with the National Curriculum.
- Flexi-schooled children may complete missed tests and formative assessments (conversations with a teacher) to demonstrate their progress in home-based learning.
- Parents will have access to school-approved resources such as Monster Phonics and White Rose Maths.

3.4 Termly Review Meetings

- Teachers will meet with parents for a 15-minute review meeting each term.
- Parents will present evidence of home learning as required in the Memorandum of Understanding:
- "Examples of home-based work will be shared with the school when requested."

3.5 Teacher Workload and Capacity

- The headteacher will consider staff workload before approving any arrangement.
- No class will have more flexi-schooling pupils than the teacher can reasonably support.

4. Responsibilities

4.1 Parent Responsibilities

Parents must:

- Accept full responsibility for their child's education, safety and welfare during home-learning days.
- Ensure that home learning is completed to a high standard.
- Provide evidence of learning at termly reviews.

- Notify the school of any absence on agreed school days.
- Ensure that any third-party tutors or providers have appropriate safeguarding measures, including DBS checks.
- Attend all review meetings.
- Ensure their child attends special school events when invited.

4.2 School Responsibilities

The school will:

- Provide learning intentions and access to agreed resources.
- Monitor attendance, progress and engagement.
- Hold termly review meetings.
- Follow up any unexplained absence.
- Ensure safeguarding responsibilities are upheld during school hours.
- Notify the Statutory SEND Team if the child has an EHCP.

4.3 Safeguarding

- During school sessions, the school acts in loco parentis.
- During home-learning sessions, safeguarding responsibility lies entirely with the parent or nominated adult.

5. Attendance Coding

Home-learning days are recorded as Code C (authorised absence) as required by the DfE and local authority guidance.

6. Applying for Flexi-Schooling

Parents must:

- Submit a written request to the headteacher.
- Complete the Flexi-Schooling Request Form (Appendix A).
- Provide a proposed weekly timetable.
- Attend a meeting with the headteacher to discuss the request.

When considering a request, the headteacher will take into account:

- The child's needs and best interests.
- Safeguarding considerations.

- Teacher workload and class capacity.
- The suitability of the proposed home-learning arrangements.
- Any SEND implications.

There is no right of appeal if a request is declined, although parents may use the school's complaints procedure.

7. Monitoring and Review

- Flexi-schooling arrangements are reviewed termly.
- The school may request additional evidence of home learning at any time.
- If concerns arise, the teacher will discuss this with the headteacher and a meeting will be arranged with parents.

8. Ending a Flexi-Schooling Arrangement

Either party may end the arrangement with reasonable notice.

The school may terminate the arrangement immediately if:

- Safeguarding concerns arise.
- Home learning is not being completed.
- Attendance becomes irregular.
- The arrangement is no longer in the child's best interests.

Appendix A — Flexi-Schooling Request Form

Parent/Carer Name(s): _____

Child's Name: _____

Class/Year Group: _____

Reason for Request:

Proposed Weekly Pattern:

Outline of Home-Learning Provision:

Parent/Carer Signature: _____ Date: _____

Headteacher Decision: ☐ Approved ☐ Declined

Headteacher Signature: _____ Date: _____

Appendix B — Memorandum of Understanding

This Memorandum of Understanding sets out the expectations for all parties involved in a flexi-schooling arrangement.

1. Responsibilities of Parents

Parents agree to:

- Provide a suitable education during home-learning days.
- Ensure their child completes the learning intentions set by the school.
- Provide evidence of home learning when requested.
- Attend termly review meetings.
- Ensure safeguarding arrangements are in place during home-learning sessions.
- Notify the school of any absence on school days.

2. Responsibilities of the School

The school agrees to:

- Provide learning intentions aligned with the National Curriculum.
- Monitor attendance and progress.
- Hold termly review meetings.
- Maintain safeguarding responsibilities during school hours.
- Inform the Statutory SEND Team where appropriate.

3. Review and Termination

- The arrangement will be reviewed termly.
- Either party may end the arrangement with reasonable notice.
- The school may terminate the arrangement immediately if safeguarding or educational concerns arise.

Parent/Carer Signature: _____ Date: _____

Headteacher Signature: _____ Date: _____

Appendix C — Weekly Attendance Pattern

Day	Attending School		Home Learning	
Monday	☐ Yes	☐ No	☐ Yes	☐ No
Tuesday	☐ Yes	☐ No	☐ Yes	☐ No
Wednesday	☐ Yes	☐ No	☐ Yes	☐ No
Thursday	☐ Yes	☐ No	☐ Yes	☐ No
Friday	☐ Yes	☐ No	☐ Yes	☐ No

Notes:

Appendix D — Home-Learning Expectations

Parents agree to ensure that:

- Learning intentions set by the class teacher are completed.
- Work is carried out in a safe, supervised environment.
- Evidence of learning is kept and shared at review meetings.
- Children have access to appropriate resources (e.g. stationery, books, digital tools).
- Home-learning days are used for meaningful educational activity, not childcare or leisure.

The school may request:

- Samples of written work
- Photographs of practical activities
- Reading logs
- Maths practice records
- Evidence of wider curriculum learning

Failure to provide evidence may result in the arrangement being reviewed or withdrawn.

Appendix E — Attendance Schedule Template

Week Beginning: _____

Class: _____

Day	Attendance Code	Notes
Monday	C / Present	_____
Tuesday	C / Present	_____
Wednesday	C / Present	_____
Thursday	C / Present	_____
Friday	C / Present	_____

Key:

C = Authorised absence (home-learning day)

Present = Attending school

Appendix F — Flexi-Schooling Agreement Summary

This summary outlines the key commitments made by both the school and the parent/carer when entering a flexi-schooling arrangement.

1. Purpose of the Agreement

This agreement ensures that:

- The child receives a full-time, suitable education across both settings.
- Responsibilities are clear and understood.
- Safeguarding, attendance and curriculum expectations are upheld.
- The arrangement supports the child's wellbeing and progress.

2. Summary of Parent/Carer Commitments

Parents/carers agree to:

- Provide high-quality home learning on agreed days.
- Follow the learning intentions set by the class teacher.
- Maintain appropriate safeguarding and supervision at home.
- Provide evidence of learning at review meetings.
- Communicate promptly with the school regarding attendance or concerns.
- Ensure their child attends school on agreed days and for special events.

3. Summary of School Commitments

The school agrees to:

- Provide clear learning intentions and access to approved resources.
- Monitor attendance, progress and engagement.
- Hold termly review meetings.
- Maintain safeguarding responsibilities during school hours.
- Communicate any concerns promptly to parents/carers.

4. Review and Termination

- The arrangement will be reviewed termly.
- Either party may end the arrangement with reasonable notice.
- The school may terminate the arrangement immediately if safeguarding, attendance or educational concerns arise.

Parent/Carer Signature: _____ Date: _____

Headteacher Signature: _____ Date: _____