

The American School in London

Policy for Children with Health Needs who are Unable to Attend School

The current version of any policy, procedure, protocol or guideline is the version held on the ASL website. It is the responsibility of all employees to ensure that they are following the most up-to-date version.

Responsible party	Director of Safeguarding and Compliance
Approved by	Buildings & Grounds
Approval date	March 2025

This policy aims to ensure that suitable education is arranged for students who cannot attend school for extended periods owing to physical or mental health needs, and reflects the requirements of the [Education Act 1996](#) and follows UK guidance on [Children Missing From Education](#).

For short term absences, families should follow the attendance policy for each division.

In the event that long-term illness causes a student to exceed the maximum number of allowable absences in any given class/division, the School will work together with the family to determine an appropriate and individualized course of action. This may include

the opportunity to make up enough work to avoid receiving an incomplete in affected courses, a leave of absence or the student retaking a course the following year.

Leave of absence protocol

- A leave of absence is granted to a student who is unable to return to school for a period of time owing to physical illness or mental health concerns. Each situation is examined on a case-by-case basis in collaboration with the appropriate team, which may include the division principal, counselor, DSL, director of student support, grade-level dean, office of student advising, and student advisor.
- Families must provide documentation from a medical professional that supports a leave of absence.
- The team will determine the appropriate course of action for a student's academic study. This may include a pass/fail option, dropping a course, modifying the course requirements, or using an accredited and school approved online credit recovery program (e.g., Laurel Springs).
- The team will agree upon a return date for the student and set up a reentry meeting to occur before the student returns to school.

Home schooling

In the UK, families have the opportunity to home school their children. Families must follow the UK's [home schooling](#) guidelines. If a child is home-schooled, they will be unenrolled from ASL, and the School has an obligation to inform the local borough that the student is being home-schooled.

Therapeutic settings

When needed, the School will work closely with families to support a move to a therapeutic setting. Depending on the duration of the therapeutic intervention, a student may be required to unenroll from the School. In such cases, the school will work with the admissions office to determine the process for any re-enrollment plans.