



Triumph Learning Trust

Aspiration - Collaboration - Innovation

Flexi-Schooling Policy

Policy Details

Policy Level	Trust
Document Approver	Trust Board
Document Status	Final
Applicable to	All Trust Employees
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Revision History

Revision	Date	Details	Approved by
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1. Introduction

At Triumph Learning Trust, we believe every child deserves an education that inspires, challenges, and nurtures them to achieve their full potential. While we are committed to ensuring consistent, high-quality provision across all our schools, we also recognise that, in some circumstances, families may wish to request a flexi-schooling arrangement.

Flexi-schooling is when a child attends school on a part-time basis and receives the remainder of their education at home, under the direct responsibility of their Parents and Carers or carers.

This policy sets out how such requests will be considered across our Trust schools. It ensures decisions are made with care and fairness, reflecting our values of collaboration, aspiration, innovation, kindness, respect, responsibility, and resilience, and aligning with both Coventry City Council's guidance and Warwickshire County Council's approach.

2. Legal and Statutory Context

Parents and Carers have a duty under Section 7 of the **Education Act 1996** to ensure their child receives efficient, full-time education suitable to their age, ability, aptitude, and special educational needs, either by regular attendance at school or otherwise. Flexi-schooling is a legal option that Parents and Carers can request but it is not an entitlement. It can only be agreed at the discretion of the headteacher of the child's school. Local authorities retain duties under Section 19 of the **Education Act 1996** to provide education for children unable to attend school for health or other reasons. However, this duty does not apply to elective flexi-schooling arrangements.

3. Trust Approach

Our schools will:

- Consider requests for flexi-schooling in line with this policy and our core values.
- Ensure decisions are made in the best interests of the child, considering safeguarding, welfare, progress, and access to a broad and balanced curriculum.
- Apply a consistent and transparent process, whilst recognising the discretion of the headteacher in each case.

4. Making a Request

Parents and Carers wishing to request a flexi-schooling arrangement should:

1. **Contact the Headteacher** – The first step is to make a written request to the headteacher of the child's school, setting out the reasons for requesting flexi-schooling.
2. **Discussion and Proposal** – Parents and Carers must attend a meeting with the headteacher to discuss the proposal in detail.
3. **Evidence of Provision** – Parents and Carers will need to demonstrate how education

at home will complement the education provided at school.

4. **Safeguarding Considerations** – When considering such requests, the school has a duty to consider the welfare and safeguarding implications for the child before making a decision.

5. Decision-Making

The headteacher has the **final discretion** to approve or refuse a flexi-schooling request. Approval will only be given where the arrangement is judged to be in the **best interests of the child**, and where the school is satisfied that statutory education requirements can be met. This decision will then be communicated in writing to Parents and Carers. Parents and Carers should be aware that headteachers are within their rights to refuse requests, and there is no right of appeal beyond the school's decision.

6. Conditions of Agreement

If a flexi-schooling arrangement is agreed:

- The child will remain on the school roll, and the school will record attendance only for the sessions attended at school.
- Parents and Carers remain responsible for the education provided at home.
- The arrangement will be subject to a **written agreement** between the school and Parents and Carers, setting out expectations, review points, and safeguarding responsibilities.
- The arrangement will be subject to **regular review** (at least termly) and may be withdrawn by the headteacher if concerns arise about the child's progress, wellbeing, or safeguarding.

7. Alignment with Local Authority Guidance

- **Coventry City Council:** This policy reflects Coventry's published Flexi-Schooling Guidance, including the requirement for clear agreements, safeguarding checks, and regular review.
- **Warwickshire County Council:** As Warwickshire does not have a separate policy, this Trust policy ensures consistency while respecting the principle that headteachers retain final discretion to approve or refuse flexi-schooling requests.

8. Monitoring and Review

- Each flexi-schooling arrangement will be reviewed termly by the headteacher and Parents and Carers.
- The Trust will monitor the number and impact of flexi-schooling arrangements annually to ensure alignment with statutory duties, safeguarding, and our educational

vision.

- This policy will be reviewed every **two years** by the Trust Board or sooner if national or local guidance changes.

9. Appendices

Appendix 1

Parent Request Form for Flexi-Schooling

Appendix 1 – Parent Request Form for Flexi-Schooling

Section 1 – Pupil Details

- Full Name of Child: _____
- Date of Birth: _____
- Year Group: _____
- Current School: _____

Section 2 – Parent/Carer Details

- Parent/Carer Name(s): _____
- Relationship to Child: _____
- Address: _____
- Contact Number: _____
- Email Address: _____

Section 3 – Request for Flexi-Schooling

- Please state the number of days/sessions per week you propose your child will attend school:

- Please describe the reasons for requesting flexi-schooling:

Section 4 – Outline of Home Education Provision

- Please explain what education you will provide at home and how it will complement the curriculum taught in school:

Section 5 – Safeguarding and Welfare

- Please outline how you will ensure your child's safety and wellbeing while at home:

Section 6 - Declaration

I confirm that I am requesting a flexi-schooling arrangement for my child. I understand that:

- This request is at the discretion of the Headteacher.
- If agreed, the arrangement will be subject to written agreement and regular review.
- I remain responsible for my child's education when they are not attending school.

Roles and Responsibilities

- **Parents and Carers/Carers** agree to provide suitable education at home in line with Section 7 of the Education Act 1996.
- **The School** agrees to deliver a high-quality education on the agreed attendance days and to maintain accurate attendance records.
- Both parties agree to share information regularly to support the pupil's learning, progress, and wellbeing.

Signed: _____
(Parent/Carer)

Date: _____