

Working together to improve school attendance

Guidance for maintained schools, academies, independent schools, and local authorities

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Department for Education

[Working together to improve school attendance \(GOV.UK\)](#)

Part-time timetables

All pupils of compulsory school age are entitled to a full-time education. In very exceptional circumstances, where it is in a pupil's best interests, there may be a need for a temporary part-time timetable to meet their individual needs. For example, where a medical condition prevents a pupil from attending full-time education and a part-time timetable is considered as part of a re-integration package. A part-time timetable should not be used to manage a pupil's behaviour.

A part-time timetable must only be in place for the shortest time necessary and not be treated as a long-term solution.

Any pastoral support programme or other agreement should have a time limit by which point the pupil is expected to attend full-time, either at school or alternative provision.

There should also be formal arrangements in place for regularly reviewing it with the pupil and their parents.

In agreeing to a part-time timetable, a school has agreed to a pupil being absent from school for part of the week or day and therefore must treat absence as authorised.

- [Attendance, behaviour and welfare \(leicester.gov.uk\)](#)