

WHAT YOU NEED TO KNOW ABOUT...



PART-TIME TIMETABLES (PTT)

Parents/carers **don't have to agree** to a PTT

If parents agree, the **consent must be informed**. They must understand all **facts, risks & alternatives**

Exclusion **cannot** be threatened as an alternative

Schools must create a **formal, written agreement**, which **parents must sign**

Agreements must outline a **plan** and a **timescale**

When the **PTT ends**, the child must **return full-time** or **Alternative Provision** must be provided

The **MAX** advised length of a PTT is **6 WEEKS**

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Working together to improve school attendance. Guidance for maintained schools, academies, independent schools, and local authorities

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.

In some cases, if a child or young person has been out of school, unwell or excluded, a **PTT** may be used as a **short-term measure** towards achieving full reintegration within a **formal written agreement**.

A PTT may only be used with the **informed consent of the parents/carers** and in agreement with the agencies involved in supporting the family.

The **threat of exclusion must not be used** to influence parents to engage with a PTT.

Any agreement **must have a time limit** by which point the pupil is expected to attend full-time or be provided with alternative provision.

A maximum of 6 weeks is advised.

A PTT **must not be used as a disciplinary measure**. This would result in the child accruing day or half-day exclusions (depending on the circumstances) every time the child wasn't in school

A pupil should **not** be put on a **PTT because of their SEN** as this may constitute **discrimination**.

In some cases, SEN may also be a disability and therefore constitute a protected characteristic under the **Equality Act 2010**. Therefore, the school must have a **clear and evidenced rationale** for considering a PTT as an appropriate intervention aimed at supporting the needs of the student.

