



Clyro C.I.W. Primary School

Many hands build a house, many hearts build a school.



Memorandum of Understanding (MoU) Application for and Provision of a Flexi-Schooling Arrangement – 2026

(to be read in conjunction with Clyro CiW Primary School Flexi-Schooling Policy)

Places are offered on the basis that your child can attend full time if you/they wish and a discussion with the headteacher will form the framework of a bespoke flexi-schooling arrangement that we have called the '*Memorandum of Understanding*' – represented by this document.

Flexi-schooling cannot be used to avoid exclusion or expulsion either from this or any other school/academy; such requests will be automatically declined. If an arrangement is already in place, it will be terminated if the exclusion is subsequently confirmed by other means, at which point only full-time attendance will be permitted.

We can, if required, provide exercise books and writing materials for use at home and can arrange for other resources to be borrowed. From time to time, we may also provide access to a range of web-based 'Online learning' opportunities, which will offer your child the chance to continue the learning experience while at home if you/they so wish. Work completed at home forms part of the parent-led element of the flexi-schooling arrangement and will not be formally marked or assessed by the class teacher. **Regarding the need for home-school contact on flexi-schooling days, we ask all parents to contact the school office between 9:00 am and 3:00 pm and the email will be passed on to the class teacher at the earliest opportunity. Emails will be answered as soon as possible.**

If flexi-schooling is agreed for your child, they will be expected to follow the Clyro School Promise. Written by our pupils, the promise supports the whole school community to work, learn and play together in a happy, respectful and positive environment each day.

Clyro School Promise

*Gentle Hands
Thoughtful Feet
Respectful Words
Loving and Kind Hearts*



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Applications to Flexi-School

Prospective parents need to be aware that flexi-schooling can be requested, but it is not a right, and the decision to offer such a place following a request is granted at the sole discretion of our headteacher. Please see our *Flexi-Schooling Policy* for full details. Parents considering a flexi-schooling arrangement should be aware that they assume responsibility for the education provided during the periods their child is not attending school, in line with Welsh Government Elective Home Education guidance.

Before proceeding, please read through our Parent Code of Conduct and then sign this page. By signing this page of the flexi-schooling document or enrolling your child at our school, you agree to be bound in full to ALL policies, practices and procedures the school has in place, which will include any revisions, updates and additions that are applied or any new policies that are created. Policies can be found on our school website www.clyro.powys.sch.uk

Signing this document by one parent confirms acceptance of the responsibilities and expectations outlined on behalf of both parents/carers. However, where parents are separated at the time of application and before the child starts at the school, a separate signed agreement may be required from the other parent/carer.

I/We _____ (names), parents/carers of _____ (name of child/children), declare that I have received, read and understood the terms and conditions of this Parent Code of Conduct.

I understand my obligations under this code of conduct and agree to comply fully with them.

I will ensure that my conduct does not breach this code in any way, including not:

- Shouting, either in person or over the telephone
- Inappropriate posting on social networking sites which could bring the school into disrepute or be deemed as bullying
- Speaking in an aggressive/threatening tone
- Physically intimidating, e.g. standing very close
- The use of aggressive hand gestures/exaggerated movements

- Physical threats
- Shaking or holding a fist towards another person
- Swearing
- Pushing
- Hitting e.g. slapping, punching or kicking
- Spitting
- Racist or sexist comments including sexual innuendo

Please see full code of conduct on our school website www.clyro.powys.sch.uk – policy section

Full Name of Parent(s)/ Carer(s) _____

Signed: _____ **Date:** _____

Note *I/We understand that the school reserves the right to adjust this and any related documents to meet the evolving needs of the school, and that these reviews and adjustments can take place at any time, not just at the times specified in the review schedule.*



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Flexi-Schooling: Application (One per child)

This document should be read in conjunction with our Flexi-Schooling Policy and must be completed in full.

Flexi-schooling must not be confused with part-time education. It is deemed full-time education delivered in a hybrid format between a school and parents as elective home educators.

Please note that parents/carers **do not** have a legal right to insist that a flexi-schooling arrangement should be agreed upon by our or any school/academy and that while a parent/carer may request that their child is flexi-schooled, it is entirely at the sole discretion of our headteacher as to whether or not we are prepared to agree to a flexi-schooling arrangement or to remove an arrangement that is in place.

There is no right of appeal to Governors or any higher authority if the application is declined or modified/rescinded at a later date, and no reason is required from the school if this action occurs.

Each request to flexi-school will be considered on its own merits and within its individual context.

Name of Child		DoB
Name of Parent(s) / Carer(s)		
Current Educational Arrangements (Elective Home Education / Mainstream Schooling / Other)		
Summary details of any ALN (Additional Learning Needs)		

I / We understand that we as parents/carers retain full responsibility for our child's safety when not on school premises and while under parental care at any time.

I / We agree that the child named in this document will attend school for the THREE CORE DAYS (Monday, Tuesday and Wednesday) every week.

I / We understand that by choosing to flexi-school our child, then I/we acknowledge that I/we are partially responsible for our child's education and that I/we understand the implications of this choice.

Full Name of Parent(s)/ Carer(s) _____

Signed: _____ **Date:** _____

This arrangement can be reviewed should either party express concerns that the flexi-schooling option is not benefiting the child's development.

All elements of this document are subject to local evolution without referral and Estyn / Welsh Government guidance and Statutory Duty, along with all future UK Law.



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Flexi-Schooling: Background Information Relating to/Supporting your Application

Name of Child: _____

At Clyro Church in Wales Primary School, we recognise and embrace the fact that the world around us is continually evolving. We are part of a diverse society made up of people from a range of faiths, nationalities, and backgrounds, and we aim to be mindful of this diversity in all that we do, ensuring our approach is inclusive, respectful, and supportive wherever possible.

Taking the above into consideration, please outline below the reasons why you have chosen to apply for a flexi-schooling place here at our school and also add any philosophical views you have and how you believe it will benefit the overall development of your child as a whole, if we were to accept them on this basis.

In your comments, it will be important to mention that you understand the implications of choosing to Flexi-school/Elective Home Education. Please ensure that you have read through this document and all school policies (please attach additional sheets if more space is required).

Full Name of Parent(s) / Carer(s): _____

Signed: _____

Date: _____



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Flexi-Schooling: Attendance Agreement

Name of Child: _____

Flexi-Schooling can only be a continued option if the following points are adhered to without variation on the clear understanding that:

- Full and timely attendance on each of the 'Core Days' of Monday, Tuesday & Wednesday per week is maintained (illness and unavoidable circumstances excepted).
- ALL school policies, procedures and directives are adhered to without exception, irrespective of personal views. By signing this document, I/we confirm that I/we have read all policies (posted on school website).
- The requirement that you will ensure that your child will attend the school to complete on entry assessments in all areas of learning to allow our staff to set work appropriate to the ability of the named child, and from that to stipulate any additional days that may need to be added to the 'Core Days' or additional support from parents in the home.
- The flexi-schooling agreement will be reviewed on a termly basis, unless the headteacher determines that an earlier review is required.

This approach allows our teaching staff to plan lessons effectively and provide the correct level of available resources to match numbers, thereby allowing our school to justify flexi-schooling to Welsh Government / Estyn.

When attending, it is important that your child;

- attends for the 'Core Days' of Monday, Tuesday, Wednesday each week with no exceptions or variations. Flexi-schooling is only available on a Thursday and / or Friday.
- arrives and is ready for Registration at 09:00 am on each of the 'Core Days'
- if your child has a problem attending on an agreed day or days for any reason, you are required to contact the school office and advise no later than 09:30 am – this contact can be by e-mail, telephone, or in-person and will need to be repeated daily unless supported by a medical note.

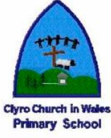
Your child's place is offered on the basis that they can attend full time by cancelling the flexi-school agreement. Please note that the agreement cannot be reinstated within the same term, and parents would need to reapply for any subsequent term.

I/We understand and accept that this timetable may be amended at any time by the headteacher and that the headteacher's decision is final in all matters.

Full Name of Parent(s) / Carer(s): _____

Signed: _____

Date: _____



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Flexi-Schooling: Introduction & Understanding

Name of Child: _____

Clyro Church in Wales Primary School is a voluntary controlled school within the maintained sector. As such, we are required to deliver the Curriculum for Wales as set out by the Welsh Government. The educational provision will be suitable to the above-named child's age, aptitude, and ability. We aim to provide for all on the basis of the 4As below:-

- **Access** to educational visits (subject to Risk Assessment) and specialist visitors
- **Assessment** – teacher assessment is ongoing; we are required to assess at key progression points, but we have many ways of doing this that do not distress children – please feel free to discuss this with us
- **Access** to the Curriculum for Wales while in school (and at home if required)
- **Access** to TEAMS and other on-line resources found within our HWB platform

I / We the above-named Parent(s) / Responsible adult(s) - accept that while the above-named child is in the care of the school that the school is acting in the role of '*loco parentis*', giving the school primary responsibility for their health, safety, and welfare along with all matters relating to Safeguarding and Child Protection during this time.

By signing this document, we acknowledge, accept and agree to this transfer of responsibility.

All children attending our school on a flexi-schooled basis are expected to wear the school uniform. Doing so shows your commitment to our school and ensures that integration with peers will be easier to manage. See the school website for uniform ordering arrangements or for contacting the Friends of Clyro CiW Primary School for pre-loved school uniform.

Parents will be able to meet with the class teacher (and, if required, the headteacher) during each term to review your child's progress and to review the attendance agreement if required.

Additional Learning Needs (ALN)

If it is determined that a child registered for flexi-schooling requires the support and intervention of an Individual Development Plan (IDP) or Universal Learning Plan (ULP), this will be brought to the attention of the parent (s) / carer(s) with a view to making the best provision possible.

Please be aware that in the event of determining that an IDP is required, this flexi-schooling arrangement will be suspended pending a review, and the named child will be required to attend on a full-time basis so that we (the school) can ensure that we can fulfil that IDP and our Statutory Duty.

Please be aware that we (the school) can withdraw from / vary this agreement at any time by giving reasonable notice* in writing, appropriate to the circumstances, and that this notice will be no greater than one term.

*(*Please note that 'reasonable notice' will depend on the circumstances and issues relating to the named child on this document and for any aspect of their educational development, behaviour, attendance etc. and in some circumstances, judgements may be instant – i.e. acts of violence from named pupil or parent carer).*

Full Name of Parent(s) / Carer(s): _____

Signed: _____

Date: _____



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Flexi-Schooling : Parental Responsibilities

This section relates to ALL activities away from the school arranged by the parent(s) / carers, while the named child is in their care, or where the parent/carer have arranged their own additional provision, with a third party and beyond the care of our employed staff.

(Examples – privately arranged Peripatetic Tutors, Sports Coaching, Swimming lessons, all types of High-Risk pursuits or other similar arrangements – even if we, the School, have funded the lesson – i.e. Flexi-Swimming)

Name of Child: _____

Name of Parent(s) / Carer(s): _____

As the above named responsible adult(s) - I/we;

- understand that by choosing not to have our child educated by formal attendance at school, then I/we acknowledge that I/we are responsible for the whole of our child's education whilst being flexi-schooled at home.
- understand and accept FULL responsibility for any future criticism or potential legal redress from the pupil (or another representative of the pupil) named above in relation to the choice we have made in requesting a flexi-schooling arrangement, and absolve the school and the state system of any future responsibility relating to academic outcomes as a result of that choice.
- will work with the school to promote learning in the basic skills in Literacy, Language & Communication and Mathematics & Numeracy while our child is being taught at home.
- are responsible for the education of the above-named child when they are not attending the school on the non-core days when we are in effect Elective Home Educating.
- will, if our child is unable to attend on the agreed dates/days, call or e-mail the school office by 9:30 am to confirm a reason for the absence and its likely duration.
- accept that I/we are entirely responsible for managing the educational provision offered and delivered to our child when they are not attending the school, even while using school-provided materials, including any access to online features offered by the school, ie HWB, Teams.
- accept that while away from the care and guidance of school staff, I/we will have the primary and sole responsibility for the above-named child's, health, safety and welfare along with all issues and circumstances relating to Child Protection and Safeguarding and understand that the attendance register will be marked to reflect this.

- will ensure that we have available full access to a suitable computer/ device and a broadband connection to enable our child to access all of the available online platforms offered by the school in the home, i.e. HWB Teams, Oxford Reading Buddies, Mathletics.
- understand and accept our responsibility to monitor the use of and access to the content offered via the internet while our child is away from the school, and that we will have in place measures to ensure online safety and data security. (advice/ recommendation on matters of online safety and security concerning the use of the internet is available on request).
- meet with the school at least once per term.
- acknowledge that applications for flexi-schooling must be submitted before the start of each term; mid-term applications will only be considered in exceptional circumstances.
- accept that the deadline for submitting flexi-schooling application is the penultimate week of the term preceding the term you wish to commence flexi-schooling.
- understand that if the parent / carer cancels a flexi-schooling arrangement, the arrangement cannot be reinstated within the same term. Parents/ carers must reapply for the following term.
- understand that notice to withdraw from this agreement must be provided in writing, stating whether the child will return to full-time schooling or be de-registered to continue Elective home Education.
- if a parent cancels a flexi-schooling arrangement, the arrangement cannot be reinstated within the same term. Parents/carers must reapply for the following term.

Signed by Parent(s) / Carer(s) : _____

Date: _____