



OFFICIAL EXECUTIVE DECISION NOTICE

PUBLISHED BY DEMOCRATIC SERVICES

Notice is hereby given that the following decision(s) have been made today by Cabinet Members at the London Borough of Hillingdon:

Title of decision	HILLINGDON'S SECTION 19 EDUCATION POLICY
Reference No.	2026/1682
Date of decision	Wednesday 15 April 2026
Call-in expiry date	Wednesday 22 April 2026
Relevant Select Committee	Children, Families & Education Select Committee
Relevant Wards	All

Decision made

Cabinet Members making the decision	Councillor Susan O'Brien, Cabinet Member for Children, Families & Education
Decision	Approved The Cabinet Member for Children, Families & Education approved the Section 19 Education Policy
Reason for decision	<p>Approval is sought to adopt the Section 19 Policy 2025/26 so the Council can discharge its statutory duty to arrange suitable education for children of compulsory school age who cannot attend school, consolidating in one place the legal framework and current DfE guidance.</p> <p>The policy sets out clear roles and responsibilities, a transparent referral and decision-making process, and six-weekly reviews to maintain momentum toward reintegration. It strengthens SEND alignment by reaffirming duties under Section 42 of the Children and Families Act for EHCP pupils and the requirement that provision is adapted to need.</p> <p>Financially, it clarifies funding flows and offsets, including recoupment of a proportion of Age-Weighted Pupil Unit (AWPU) from schools where pupils remain on roll and, where applicable, DSG High Needs, supporting efficient use of public resources while meeting non-negotiable statutory duties.</p> <p>Overall, the policy provides a timely, proportionate and consistent borough-wide offer that reduces time out of education, improves outcomes for children and families, and aligns with the Council's commitment to put residents first.</p>

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<p>Alternative options considered and rejected</p>	<p>Alternative Options:</p> <ul style="list-style-type: none"> • <u>No formal policy update:</u> Rejected because practice would remain inconsistent, with unclear roles, referral routes, and review cycles, exposing the Council to compliance and Ombudsman risk and delaying timely access to education. A consolidated policy is required to codify statutory duties and processes. • <u>Rely solely on schools to provide education during absence (no LA-commissioned Section 19):</u> Rejected as Section 19 places the duty on the local authority to arrange suitable education where a child will not otherwise receive it; schools' remote/ short-term arrangements do not remove that duty when unsuitable or unsustainable. • <u>Adopt a blanket, fixed-hours model for all pupils:</u> Rejected as legislation does not prescribe a set number of hours; provision must be needs-led and can be intensive in fewer hours, with six-weekly reviews to adjust. A fixed model would be incompatible with statutory guidance and individual need. • <u>Use a single default provider/ setting:</u> Rejected because the duty is to secure suitable education tailored to the child; potentially home tuition, online, hospital education or AP; with SEND adaptation where required; a single-route model would not meet diverse needs and may be inefficient. <p>Risk Management:</p> <ul style="list-style-type: none"> • <u>Statutory non-compliance or inconsistent decision-making.</u> Risk: Without a single, codified approach, children may be handled inconsistently, creating legal exposure under Section 19 and related guidance. Mitigation: Approving the policy standardises the legal framework, roles and responsibilities, referral routes, and six-weekly reviews; complex/high-risk children route will require Panel presentation to ensure proportionate, defensible decisions. • <u>Financial pressure from demand/ complexity.</u> Risk: Costs are demand-led and may vary year-on-year. Mitigation: Apply funding offsets; recoup a proportion of AWPU where pupils remain on roll and, where
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	<p>applicable, use DSG High Needs for EHCP-related provision; tighten commissioning and use six-weekly reviews/re-integration planning to right-size packages.</p> <ul style="list-style-type: none"> <p><u>Quality, safeguarding or suitability of alternative provision (AP).</u> Risk: Variable quality or mis-match to need could undermine outcomes and safety. Mitigation: Commission via the AP Dynamic Purchasing System with standard SLAs and QA framework; escalate multi-agency risk via Hillingdon Education Safeguarding Panel where needed.</p> <p><u>Delays in arranging provision/ loss of learning.</u> Risk: Late starts risk non-compliance and poorer outcomes. Mitigation: Policy expectation to start provision as soon as reasonably possible (ideally within 15 school days); triage by Attendance Support, clear pathways to panel, and time-bound reviews to maintain momentum and reintegration focus.</p> <p><u>School relationship risk/ dispute over responsibilities and funding flow.</u> Risk: Disagreement about who does what and who pays can delay provision. Mitigation: The policy clarifies respective duties of schools and the LA and sets out AWPU recoup so that funding follows the child, reducing friction and delay.</p>
Classification	Part I – Public
Link to associated report	Here
Relevant Officer contact & Directorate	Kathryn Angelini, Children’s Services
Any interest declared by the Cabinet Member(s) / dispensation granted	N/A

Implementation of decision & scrutiny call-in

[Internal Use only]	
When can this decision be implemented by officers?	<p>Officers can implement Cabinet Member decision in this notice only from the expiry of the scrutiny call-in period which is:</p> <p>5pm on Wednesday 22 April 2026</p> <p>However, this is subject to the decision not being called in by Councillors on the relevant Select Committee. Upon receipt of a</p>

	<p>valid call-in request, Democratic Services will immediately advise the relevant officer(s) and the decision must then be put on hold.</p>
Councillor scrutiny call-in of this decision	<p>Councillors on the relevant Select Committee shown in this notice may request to call-in this decision. The request must be before the expiry of the scrutiny call-in period above.</p> <p>Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further advice can be sought from Democratic Services if required:</p> <p>Scrutiny Call-In - Power Apps (secure)</p>
Further information	<p>These decisions, where applicable, have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.</p> <p>This is the formal notice by the Council of the above executive decision, including links to the reports where applicable.</p> <p>If you would like more information on this decision, please contact Democratic Services on 01895 250636 or email: democratic@hillingdon.gov.uk.</p> <p>Circulation of this decision notice is to a variety of people including Members of the Council, Corporate Directors, Officers, Group Secretariats and the Public. Copies are also placed on the Council's website.</p> <p style="text-align: right;">Democratic Services London Borough of Hillingdon Civic Centre High Street Uxbridge UB8 1UW</p>