

Mental Health and Access to Education – Template Letter

Dear [Headteacher's Name],

RE: Mental Health and Access to Education

I am writing to inform you that my child, [Child's Full Name], is currently unable to attend school due to mental health difficulties. As outlined in the Department for Education's latest guidance, parents are not required to provide medical evidence in cases where a child is unable to attend school for mental health reasons.

The DfE clearly states that in such situations, schools must not insist on formal evidence and should instead work collaboratively with families to ensure the child is supported appropriately.

Additionally, under Section 19 of the Education Act 1996, if a child of compulsory school age is unable to attend school for 15 days or more (consecutively or cumulatively), the local authority must arrange suitable alternative education. This duty applies regardless of whether the school has received formal medical evidence.

I am requesting that the school recognises [Child's First Name]'s current challenges, supports their absence appropriately without requiring medical certification, and helps us ensure suitable educational provision is in place.

Please acknowledge receipt of this letter and confirm the steps that will now be taken to support [Child's First Name] in accordance with the law and DfE guidance.

Yours sincerely,

[Your Full Name]

[Your Contact Information]