

Admissions Policy

Thames View Bridge School

READY

RESPECTFUL

SAFE



ADMISSIONS POLICY

Review Frequency: Annually

Date of ratification:

Date next review due:

Scope of Policy: This policy applies to all staff, students, governors and volunteers at Thames View Bridge School

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1.0 INTRODUCTION

1.1 Thames View Bridge School is an all aged special school catering for pupils with complex social, emotional and mental health needs between the ages of 6-19. The school is a designated free school/academy and is controlled by the Partnership Learning Trust. The admissions policy has been drawn up in order to ensure that children with complex social, emotional and mental health needs are admitted in a fair and efficient manner and that placements are made with the confidence that the school can meet the special educational needs of each pupil.

2.0 PRINCIPLES

2.1 The admissions authority for the school is that of local authority SEN admissions/placement teams.

2.2 The school admissions policy conforms to that of the DFE Special Educational Needs Code of Practice 2015.

2.3 The equality Act 2010 prohibits schools from discriminating against disabled children in respect of admissions for a reason related to their disability.

2.4 The school expects that all pupils referred to them will have a primary need of social, emotional and mental health (SEMH).

2.5 Admission to Thames View Bridge School is when the school is the named educational provision recorded in a pupils Education, Health and Social care plan (EHC).

2.6 The Local Authority will provide the school with any reports, assessments or documents relating to the child. The school will not be expected to consider the suitability of a request for admission without receiving all relevant paperwork outlining the child's needs.

2.7 Thames View Bridge School will agree to be the named school in a pupil's final EHC plan, except where we feel the following conditions may apply:

- The school cannot meet the child's SEN;
- The placement would be an inefficient use of resources ; and
- The placement would be incompatible with the efficient education of the other children with whom the child will be educated

3.0 ASSESSMENT PLACEMENTS

3.1 The governors of Thames View Bridge School recognise that it is not always possible when pupils are very young or new to the country to determine their level of special educational health and social care needs. Where necessary a Local Authority may request the school admit a pupil for a period of assessment in order for the child's needs to be determined. If this is the case the school will produce a report in the timescales determined to inform the content of the EHC plan. This report will conform to The Special Educational Needs Code of Practice 2014.

4.0 ADMISSIONS PROCEDURES

4.1 Children must be referred to the school from the local authority and can only be admitted following a decision to 'name' Thames View Bridge School by the Local Authority Provision/Placements Panel and the school governors formally state that the school can meet the special needs of that individual child. When this is the case the referring authority accepts financial responsibility for the 'top up' funding of the place.

4.2 The school is currently funded for a set number of pupils determined by the Trustees of the Partnership Learning Trust.

4.3 Thames View Bridge School will make arrangements with child's current school to visit the student for an observation and discussion about the students' needs and abilities. Where necessary, the school will visit a pupil at home.

4.4 The current school and parent/carer will be expected to fill out a Thames View Bridge admission form.

4.5 A representative from the current school and the parent/carer will be expected to attend an intake meeting with Thames View Bridge staff and other relevant professionals.

4.6 Thames View Bridge School will then notify the referring team of their decision in writing.

4.7 Where the school is requested to take a pupil and the appropriate class group is full but there are places available within the school, the school will enter into discussion with the Local Authority about the admission arrangements in the individual case.

4.8 Interested Parties may request that a parent/carer visits the school. Whilst we positively welcome such visits, it is for a Local Authority Provision/Placements Panel to determine if the provision is both necessary and appropriate.

4.9 Following the notification of placement the Local Authority will write to notify the parents in the first instance and at the parents request organise the provision of transport if the child has special transport needs.

4.10 Prior to admission Thames View Bridge staff will organise transition visits in liaison with the current school and parent/carer.

Thames View Bridge School – Admissions Policy

- 4.11 Children of statutory school age will start school as soon as possible after arrangements for admission have been completed.