



# **Admissions Policy**

## **Admissions to Rivers ESC:**

- Children who have been permanently excluded from mainstream school
- The 'managed move' of a student from a stakeholder school who is trying to avoid a permanent exclusion
- Children who have a troubled educational past history who has recently moved into the area and cannot be placed immediately in mainstream school
- Children on respite provision from their mainstream school
- Looked After Children who don't have a school place or are a risk of permanent exclusion should be given priority

## **Referral Process:**

Permanently excluded children are entitled to receive 25 hours of education on the 6<sup>th</sup> day after the exclusion. Each referral is treated with equal attention

- The referral of any student is made through the Fair Access Panel (FAP)
- The referral of a child with an EHCP is managed by the Integration Officer and SEN team
- Discussion for respite children is done through outreach provision or the FAP process and will primarily be for a 6-week period with the expectation of regular meetings with the stakeholder school
- All stakeholders need to be in agreement, ie, parent/carer, young person and referrers, before a place is offered
- If the needs of the young person cannot be met by the ESC, Rivers will advise and guide the referrer in establishing a suitable alternative provision
- If the Headteacher of the ESC is concerned that immediate admission may not be appropriate on health and safety grounds he/she should carry out a risk assessment and liaise with the Inclusion Officer so that appropriate action can be taken to reduce the assessed risks to acceptable levels. In exceptional cases it may be considered that the levels of risks cannot be reduced to acceptable levels that would enable the child to be admitted to the ESC and a virtual learning programme will be put in place
- Once the referral has been agreed, the young person and their parent/carer will be invited in for an induction meeting. The young person will then be taken through baseline assessments in order to measure their educational levels.
- When the referral process begins we also take great care in ensuring that the mix of students on site is safe, for example if a school refers more than one student in a year group the relationship between the two would need investigating before a place offered

## **Children with EHCP's:**

It may be appropriate for children with EHCPs attending (or excluded) from mainstream schools to be admitted to ESCs as interim provision, but the following should be determined during the admission process –

- The proposed length of the child's stay at the ESC (this may be subject to review)
- The proposed substantive educational placement (e.g. special school, mainstream school).
- Arrangements for the child's EHCP to be reviewed to ensure their needs can be met appropriately during the stay at the ESC and to ensure the EHCP is still appropriate (this review should be arranged by the relevant SEN Officer)

It may be considered that the child's educational needs can be met appropriately by

the ESC in order to complete their statutory education. In these cases it will not be necessary for the Local Authority to determine the special educational provision and the SEN Officer should consult with parents about ceasing to maintain the EHCP (Parents retain the right to register an appeal with SENDIST if they disagree with the ceasing of the EHCP)

- An ESC should never be considered to be the appropriate provision on a child's EHCP since DfE guidance for schools and Local Authorities clearly states that if a pupil's long term needs cannot be met in a mainstream school, a special school rather than a PRU should be named on a statement of special educational need.'

**Admission Criteria:**

The circumstances of each pupil will be taken into consideration prior to admission to ensure that their individual needs are met appropriately.