



# Admissions Policy

Date reviewed	25.04.2017
Date approved	08.05.2017
Approver	
Signature	
Next Review date	25.04.2018

The Delta Education Trust

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*This document should be read in conjunction with all other school policies.*

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## **Introduction**

Coppice Spring School provides education for secondary age students with Social, Emotional and Mental Health needs (SEMH) and for those with conditions on the autistic spectrum (ASC). Coppice Spring School is committed to working with students to identify and address their barriers to learning.

We believe that all individuals have rights and responsibilities to themselves and to others. This is based on the belief that all individuals are of value and should be given the opportunity to learn and develop potential.

Our overarching aim is to enable young people to develop their full potential to lead a purposeful life.

### **Key Objectives:**

- The provision of personalised, high quality education with flexible learning pathways
- The development of personal and social skills
- Partnership working with parents, schools and other agencies
- The development of positive strategies to overcome barriers to learning
- Preparing our students well for the next stage of their education and for life in Modern Britain.

## **Section 1**

### **Policy Outline**

Students are admitted to Coppice Spring School who have a wide range of SEMH difficulties or who have conditions on the autistic spectrum condition (ASC) and who have been assessed, or are in the process of formal assessment, leading to the issue of a Statement of Special Educational Need or an Education, Health and Care Plan (EHCP).

The school is currently funded for 60 students between the ages of 11 -16 years.

Coppice Spring School is situated in Basingstoke within Hampshire County Council (HCC) Authority, although the school's catchment area includes the neighboring authorities of Berkshire, Surrey and Wiltshire. Referrals for admission to Coppice Spring School are considered by each Local Authority SEN Team with advice and guidance from Health, Social Services and Educational Psychology Services. HCC seeks to cater for the needs of Hampshire children within local schools wherever possible. Where there is a suitable available alternative, parents are offered a choice of school to visit and consider.

Prospective parents and students are encouraged to visit Coppice Spring School prior to any agreement on placement.

The school does not admit students above the established number of 60 without full additional funding. Students are only admitted over the agreed numbers where it can be ensured that this will not be detrimental to the education of the existing students. The school is under considerable pressure of places, and aims to work closely with HCC SEN Team, finding it helpful to be kept fully informed of all placement requests to facilitate forward planning.

All referrals from HCC go through a referral panel process where SEMH Headteachers, SEN officers and other stakeholders contribute to a discussion on the most suitable setting to meet the needs of a student. The EHCPs of prospective students are carefully reviewed, in order to ascertain that identified needs can be met and to ensure that the school is properly resourced to meet requirements. There may be additional investigations of needs and arranged visits prior to a placement being agreed as suitable and being offered.

An initial resource band for each child admitted can be agreed within the panel referral process. A school request for additional funding to meet needs is produced through an evidence based audit process. This can happen quickly for new Year 7 students within the first term.

Students are typically admitted from the age of 11 years, but can be admitted at other ages, subject to places being available within the relevant class group. This will take place at an appropriate point in the school year.

## **Section 2**

### **Procedure for Admission of Students Approaching Secondary School Age**

- Students can be admitted to Coppice Spring School from the age of 11 years, following the formal assessment procedure, and subject to availability of places.

- Where appropriate, a part-time placement can be arranged by agreement between school staff and parents, gradually building up to full time as appropriate.
- Parents/carers are asked to make application for a place at Coppice Spring School as early as possible each year for the following September.
- All prospective students are expected to visit the school with their parents / carers. During the visit we will make an assessment of the student's social and emotional needs which, together with advice from appropriate professionals, enables the school to judge the level of support the student needs.
- Following agreement of an admission date the school, in liaison with Education Officers from the SEN Team, will confirm admission arrangements for the following September, applying the admissions criteria listed below.

### **Section 3**

#### **Admissions: Criteria for Consideration**

- Statement of Special Educational Need / Education, Health and Care Plan (SEMH / ASC)
- Availability of places in the relevant class group
- Total numbers on school roll
- Priority for children who do not yet have a school place
- Balanced spread of numbers across the year groups
- Balance of categories of SEND across the school and within class groups
- Implications for deployment of staff
- Limitations of the built environment
- Parental preference
- Impact on the students already at school
- Funding has been secured according to the correct band requirement for the pupil being admitted