



# Brantridge School

Live, Laugh, Learn

## **Admissions Procedure for 2019/20**

### **CRITERIA**

Brantridge School is a special school which provides 54 school places for pupils and students aged 6-11 with social, emotional and mental health (SEMH) needs.

For a child to be admitted, the School must be named by a Local Authority (LA) in the child's Education Health Care Plan (EHCP). This generally follows extensive consultation with the Academy. Pupils will be considered for the School when it is clear that they will benefit from the provision and that they meet the following criteria:

- a) Applicants will have an EHCP. However, in exceptional circumstances it may be necessary to make an emergency placement. Examples of exceptional cases when it may be necessary to make an emergency placement include:
  - i. *the child's medical circumstances have changed suddenly, causing a rapid and serious deterioration in the child's health or development*
  - ii. *where a child arriving unexpectedly in the LA exhibits such significant learning difficulties as would normally warrant an EHCP.*
  
- b) Applicants will have a range of special educational needs and disabilities, some of which may be complex. This may include one, or a combination of the following:
  - i. *Social, Emotional and Mental Health needs (SEMH)*
  - ii. *Autistic Spectrum Disorder (ASD)*
  - iii. *Specific Learning Difficulties (SpLD) e.g. dyslexia*
  - iv. *Attention Deficit Hyperactivity Disorder (ADHD)*

Parents/carers wishing their child to attend Brantridge School should ask their LA to name the School in their child's EHCP.

### **VISITS**

In cases where the School is a possible placement for a pupil, the family will be encouraged to visit. However, there can be no binding comment about the

pupil's/student's suitability, nor an offer of a place, before the LA has made a recommendation about placement. If parents/carers request a place at the School prior to any formal contact by the LA with the School, they should be referred to the LA SEN Team.

## **REFERRAL**

To acquire a place in the School, children must be referred by a Local Authority. The LA must attach the child's EHCP, their most recent Annual Review and any appended reports about the child from the professionals involved. The Head will review the referral papers and request any additional reports required in order to make a decision.

The School will consider all referrals and respond in writing within the time limit set by the LA. If a decision is taken by the School not to offer a place, the School will give the reasons for that decision according to the SEND Code of Practice. The reasons should be expressed in terms of the needs of the pupil/student, whether a place is available at the school within the appropriate provision (e.g. year group or key stage) and/or the efficient education of other pupils already at the School, so that it is clear why the School considers that the pupil/student does not meet the published Admissions Criteria.

## **OFFERS**

If the School can accept a referral, the Head will write to the LA accepting the referral, including details of financial requirements, the support to be offered, a start date, the date by which the offer should be accepted and the address to which to respond.

If the LA fails to accept the place by the date set out in the letter, it will be assumed that the LA no longer wants the place and the offer will be withdrawn.

## **TRANSITION**

When placement has been agreed, staff from the School will make contact with the pupil's/student's current placement to arrange a transition programme with exchange of information and reciprocal visits where practical and appropriate.

## **EXIT CRITERIA**

A pupil will be referred to the Annual Review / SEN Panel if:

- a. It is considered that he/she has progressed and developed such that it is the view of the School that he/she may be able to access a differentiated mainstream curriculum.

- b. Other changing needs of the pupil indicate that alternative provision may be more appropriate, including more specialised provision.

**APPEALS** (The First-Tier Tribunal – Special Educational Needs and Disability)

If a parent or guardian of a child in respect of whom an EHCP is maintained by a Local Authority appeals to the First-tier Tribunal (Special Educational Needs and Disability), either against the naming of the School in the child's EHCP or asking the Tribunal to name the School, the School agrees to be bound by the decision of the Tribunal on any such appeal.

Where the School, the Secretary of State or the First-tier Tribunal (Special Educational Needs and Disability) has determined that it should be named in a child's EHCP, the School must admit the child to the School.