



Active Support Policy: Admissions Policy

| | | | |
|--------------------------|---|--|--|
| Admissions Policy | <u>Valid From</u> 01.11.2019 | <u>Review Date</u> 01.11.2020 | <u>Approved by</u> Matt Ford & Shahed Koyes |
|--------------------------|---|--|--|

Policies at Active Support are designed to support the ethos, aims and vision of the provision. This policy outlines the admissions policy of the provision. Active Support Education Centre is an alternative provision with registered independent school status.

Objectives

- To provide clear guidelines on how admissions to our school register are made, by whom and the process involved.

Aims

- To provide a safe alternative education provision for learners who cannot attend mainstream schools in Luton, to provide a safe, learning environment in which to build self-confidence, provide learning support and promote returning to mainstream education in the form of alternative subjects in Sport, Catering, Construction and Beauty qualifications, to support academic learning in English, Maths and Science.
- To provide a Therapeutic Inclusion Unit for learners unable to return to mainstream education because of mental health, learning difficulties or illness.

Admissions Criteria with effect from September 2019

The following arrangements with respect to admissions from September 2019 onwards will apply to all enquiries. As an independent school, Active Support Education Centre have a maximum admission number of 100 learners on roll at any one time, of which no more than 10 will be of Primary school age, and the rest of Secondary school age.

Active Support Education Centre is registered to take learners with social, emotional and mental health needs, and those with Education and Health Care Plans.

We are able to support learners from the age of 9 – 16 years, who have been through an appropriate referral procedure. Places are open to learners, who may have been excluded from school, school refusers, learners new to the area who are awaiting school places, and learners who are awaiting the outcome of a managed move between schools.

All referrals come from the Local Authority or Partnership Schools, as we do not take direct referrals from parents or carers. This ensures the safety of our cohort by ensuring that risk assessments are accurate for each learner and a support plan is in place to meet individual needs.

Active Support Policy: Admissions Policy

Application Process:

Applications are made through local authority, schools and other provisions, by contacting the Directors or completing an online referral form at www.activesupportededucation.co.uk. Applicants will be invited to attend an initial referral meeting with parents and referring agency. Applications are treated without prejudice, but in deciding the scope and depth of an offer of a place to a learner, the Directors will also consider the needs of current learners, and the effect on group dynamics of any new placement. This may have a bearing on the number of days offered.

All applications will be required to provide address and contact details, parent/guardian details and any other information which would be considered relevant. They will be required to agree to the rules of the centre such as the behaviour code and the learner agreement form. Finally, the referring agency will agree to regular review meetings with parent/carers to monitor progress.