



FOUNTAINS PRIMARY SCHOOL

Always achieving our potential

Admissions Policy

Written: June 2021

To be reviewed: August 2022

Policy Owner: Mrs Nicola Price (Headteacher)

Ratified: Governing Body (June 2021)



ALWAYS ACHIEVING OUR POTENTIAL

Context

The Fountains Primary School caters for pupils with a range of Special Educational Needs and Disabilities age 2-11. This year Fountains Primary School has a planned place number of 175. Oversubscription of pupils is, on occasions, allowed as determined by the Headteacher who will take into account the individual needs of the child and whether their admission would have an adverse effect on the education of the other children already in the school.

Criteria

To be considered for admission, pupils will be undergoing an assessment for or have an Education Health and Care Plan which identifies their needs as :

- a) Communication and Interaction
- b) Cognition and Learning
- c) Social, Emotional and Mental Health
- d) Sensory/Physical Health

Children often have a secondary need, which identifies them as having complex needs, example of this are:

- Severe/Mild/Moderate/Profound learning difficulties
- A diagnosis of Autism or other spectrum disorders
- A chromosomal syndrome
- Highly complex medical needs such as epilepsy

All students who attend the Fountains Primary School have a learning disability

Admission Procedures

Stage 1: The child may be in a mainstream setting/nursey setting/ home with a parent and be identified as having a particular need. At this point the relevant person (Class teacher, nursey worker/ parent) may seek advice from the SENCO/ Early Years SENCO/Nursery SENCO/ Health visitor.

Stage 2: The SENCO/ Early Years SENCO/Nursery SENCO/ Health visitor will then take responsibility for gathering information and for co-ordinating the child's provision, working with the child's teachers or referring them to a variety of professionals. If a child is not of statutory school age they may be referred to Early Years Forum.

Stage 3: The SENCO/ Early Years SENCO/Nursery SENCO/ Health visitor at this stage will decide what extra support the child may need. A number of professional may be involved in assessing all aspects of the child development.

Stage 4: The LA consider the need for a statutory assessment and, if appropriate, make a multi-disciplinary assessment.

Stage 5: The LA consider the need for an Education, Health and Care Plan and arrange, monitor and review this annually.

Stage 6: The child will be placed in a setting as agreed by parents/carers/Local Authority(LA). If parents/carers wish their child to be placed at Fountains Primary School, this is named on their Education Health and Care Plan.

Stage 7A: The request for placement is agreed by the Local Authority and the Headteacher who will liaise with the child's LA over placement of the child and the top up funding to be allocated. (Matrix 1= £777, Matrix 2 = £2242, Matrix 3 = £9129 Matrix 4= 21,308 Early Years additional Top up £2,442)

Stage 7B: The request for payment is refused by either/both the Local Authority and the Headteacher. In this instance the child's parents is able to appeal this decision. For more information on the appeals process please follow <https://www.gov.uk/schools-admissions/appealing-a-schools-decision>

Admissions Procedure once EHCP is in place

