



ADMISSIONS ARRANGEMENTS

Approved on 06.11.2020. by F & R GB

Holmwood School is a Special School, and looks upon itself as a Service Provider to Middlesbrough LA. Middlesbrough LA is the admissions authority for the school, and as such, pupils are identified through the education health and care assessments considered and approved via Middlesbrough LA's Multi Agency Education Health and Care Panel and then admitted as advised and recommended by the officers of the LA and agreed by the Head Teacher.

Holmwood School is the Middlesbrough Local Authority provision for Primary pupils who have been identified and have an EHCP, as being unable to access a fully inclusive curriculum within a mainstream school because of their 'Significant Special Educational Needs'. In rare cases, a child may start at Holmwood before their EHCP is finalised.

Our client base covers a wide range of complex and multiple learning difficulties and differences including social, emotional and mental health difficulties as well as associated disorders and syndromes. The pupils live in the whole of the Middlesbrough area, but we also take a small number of pupils from surrounding LAs. We have a fluctuating roll and we currently cater for 80 pupils. Holmwood always explore the school's capacity to admit additional pupils. We aim to cater for all pupils however, any admissions, after the start of the school year, must be able to fit into the current staffing structure at Holmwood School.

The school provides an exceptional learning environment with a clear focus on entitlement, building self-esteem and raising achievement. We work effectively with our families and in many cases, parents actively seek us out for a placement.

As a Primary School, we take children from ages 4 – 11. Some of our younger pupils come to us from Early Years providers into our reception class. Children who are identified in their mainstream school as having significant emotional, social and mental health difficulties may also start in the Early Years. Other children are placed following an assessment within their own school, where the *EHCP* identifies Holmwood as the most appropriate place to meet the child's needs. Parents have a right to disagree with the placement, and we offer an individual meeting and school visit. Parents may want to know more when making the important decision regarding their child's placement. After the final decision is made it is finalised in their EHCP.

The school actively encourages Inclusion. Consequently, exclusion is not an option except in the most serious of cases. We also actively encourage a move to a mainstream school placement where appropriate.

For some pupils who have extreme needs, additional support is sometimes sought from the LA in order to effectively meet these needs. However, for the majority of pupils, the Holmwood environment is sufficient.

When pupils are admitted to Holmwood school the following procedure is followed:

1. Parents/carers are invited to have a walkabout the school with or without the prospective pupil. This is usually taken by the headteacher, but can also be taken by the Deputy Headteacher depending on circumstances and availability.
2. Parents/carers are invited to fill in and sign consent forms to give permission for the school to take the pupil on educational visits, etc. Where parents and social care have joint responsibility forms should be completed by both parties.
3. Full admission details are recorded by the Office Manager.
4. Parental responsibility is fully established. Everyone with parental responsibility must be recorded and procedures established to ensure all interested parties receive pupil information such as Annual Review dates and reports.
5. Parents are contacted by phone after approximately 2 weeks by the class teacher to inform them of how their child is getting on'.

Policy incorporated according to Disability and Discrimination Act 1995 and Education Act 2001 and Keeping Children Safe 2016