



# Hope View School

## Admissions Policy

Hope View School caters for pupils boys aged between 7 and 18 with a range of needs including Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Diagnosis (ASD), Asperger Syndrome, social communication and/or learning difficulties.

Special Educational Needs in this context could be defined as the needs of a pupil who requires additional support in the classroom due to, for instance, dyslexia, dyspraxia, emotional trauma, ASD, ADHD, Moderate Learning Difficulties, Speech Language and Communication Needs.

*All pupils at Hope View must have an Education, Health and Care Plan, consequently places are agreed and funded by Local Authorities rather than individual fee-paying places. However, Parents and carers of pupils who have not been referred by the Local Authority are welcome to visit the school but it is not possible for a pupil to be assessment by or admitted to the school without an Education and Health Care Plan or by agreement for funding from the Local Authority.*

*The school does not operate within a specific catchment area; therefore a child's place of residence does not affect their admission however, the referring Local Authority may stipulate guidelines in relations to travelling times and distances.*

### Admissions Procedure

A full assessment of each pupil's needs will be undertaken; the following procedures are used:

1. Referral papers send to the school by the appropriate body e.g. Local Education Authority – these are reviewed by the Management Team to enable an understanding of the child's needs. Current/previous schools or other agencies who have worked with the pupil will be consulted during this process.
2. Parents/carers/social worker will be invited for informal interview to further establish their needs.
3. If the school is happy to take the referral to the next stage, parents/carers will ask to bring the child for an interview.
4. A period of assessment will be arranged as soon as possible after the interview has taken place.
5. Following the successful completion of interview and assessment, a place will be offered to the Local Authority for them to decide whether or not to agree funding.
6. A six week assessment period which will include Literacy, Numeracy and Reading Tests will establish basic abilities alongside monitoring of behaviour and social skills. If, during this time, an incident occurs that would warrant exclusion in line with school policy or strongly suggests that the school is not appropriate for the pupil the assessment period will be brought to a close before the end of six weeks in

consultation with the Local Authority. Depending upon the circumstances, this may be with immediate effect.

7. If a permanent place is offered the pupil will attend school once Local Authority agreement is in place and transport has been arranged. Parents/carers will be informed of a firm start date. Transition days will also be arranged between school and parent however, the Local Authority will not fund transport for these days; transportation to and from school for the purpose of transition days is the responsibility of the parents/carers.

### **Parental Support**

At Hope View School we emphasise the importance of a holistic approach. The role of the parent/carer in supporting the school and child is vital and an important part of any progress and change a child can make. Therefore, if the school is not confident in a parent/carers willingness support the school, its ethos and policies, the right to refuse admission on this basis will be upheld.

### **Admissions Appeals**

Pupils with criminal convictions will be considered on a case by case basis. Any child, referred, who may be deemed a serious risk to the well being of others at the school due to their involvement with drugs or crime of a violent or sexual nature, will have their case reviewed by the Headteacher before a decision regarding an offer of interview and assessment is made.

### **Charging Period**

The charging period will be from the start date of the placement.

### **Links with other Policies:**

Complaints Policy and Procedures

### **Equality and Diversity**

Hope View School is committed to equality of opportunity for all pupils and staff in which people treat each other with mutual respect, regardless of: age, disability, family responsibility, marital status, race, colour, ethnicity, nationality, religion or belief, gender, gender identity, transgender, sexual orientation, trade union activity or unrelated criminal convictions. We strive to educate, promote and celebrate the wider diversity of society within our school community.

**Person responsible for this policy: Mrs C Lorne – Proprietor**

**Policy Review Date: July 2024**