



Maple Tree Primary

Shaping Minds. Building Futures

Admissions Policy

Maple Tree Primary School is a KS2 School for pupils who, for a variety of reasons, are unable to be educated within a mainstream school. Our vision is to develop well rounded, confident, and responsible individuals who aspire to achieve their full potential. We will do this by providing a welcoming, happy, safe, and supportive learning environment in which everyone is equal, and all achievements are celebrated.

Contents

1. Introduction
2. Rationale
3. Aim
4. Objectives
5. Admission Process
 - Stage 1
 - Stage 2
 - Stage 3
6. Admission Criteria
7. Responsibilities
 - The local/Placing Authority

1. Introduction

The admissions policy supports the school statement of intent that every pupil should achieve their potential and develop an understanding of and respect for themselves and others. Maple Tree Primary School's vision is to provide the best education for every child.

2. Rationale

Maple Tree Primary School admits pupils who have a range of social, emotional, and mental health needs and pupils who have been diagnosed with autism or demonstrate behaviours associated with autism. These pupils will have an EHC Plan which notes the nature of these difficulties. Such difficulties are often the cause or the result of other special educational needs. They may arrive out of difficult life experiences or be the result of some medical condition. Some of the pupils have a history of disturbed, difficult, or delinquent behaviour of a serious kind that may include violence towards peers and/or adults. Therefore, the school acknowledges that our pupils may, from time to time, exhibit challenging behaviours that vary both in intensity and duration.

The range and nature of both the difficulties and needs our pupils' exhibit, have, and continue to become more complex as does the assessment of these. Thus, it is important that the school seeks to ensure that the admission process accurately identifies the needs of pupils and whether it is possible for the school to meet these both effectively and efficiently.

3. Aim

The aim of this policy is to ensure that the school admits, as far as is possible, those pupils whose special educational needs can be met effectively and in doing so ensure progress in all aspects of their development.

4. Objectives

The objectives of the policy are that;

- All concerned will have a clear understanding of the criteria used in assessing the appropriateness of a placement for individual pupils at Maple Tree Primary School.
- All concerned will have a clear understanding of the processes of judging the appropriateness of that placement.
- Parents/carers, each pupil and representatives of LA's, social service departments and other interested professionals have a clear

understanding of the opportunities on offer at Maple Tree Primary School.

- Parents/Carers, each pupil and representatives of LA's, social services departments and other interested professionals understand all key aspects of school life at Maple tree Primary School and are prepared to play their part in ensuring the success of any placement.

5. Admissions Process

Stage 1

Referrals made to Maple Tree Primary School will normally be made by Local Authorities (LA) and/or parent/carers. A range of detailed information concerning that pupil should accompany these referrals. Where this is not the case, the school will seek access to such information as soon as possible including information regarding the individual's Education, Health, and social background. Senior staff will analyse all available information on the pupil to assess whether the pupil meets the admission criteria for the school.

The SLT will assess whether the school can meet the pupils' needs and if so, arrange for a school visit.

Stage 2

The visits will include

- A discussion around the successes and challenges experienced by the child to date
- A discussion with parents/carers regarding their hopes and expected outcomes from the proposed school placement
- A discussion with the young person regarding their hopes and expected outcomes from the proposed school placement
- A tour of the school
- An introduction to key staff
- A discussion with senior staff concerning such issues as:
 - The school curriculum
 - The content of key school policies, including the school expectations for good behaviour and discipline and the physical management of pupils
 - An opportunity for each visitor to ask any questions they may have.

Stage 3

If, following these visits, all concerned are agreed that the pupil's needs can be met at Maple Tree Primary School and that the young person can be adequately managed with the planned resources available and that the pupil and parents/carers are committed to the placement, the

school will write to the LA offering a place and arrangements will be made for admission.

School information packs, including all relevant consent forms will be made available for completion prior to admission date.

6. Admission Criteria

Maple Tree Primary School will admit pupils aged between 7 and 11 years of age

- The pupil will have an Education, Health, and Care Plan (EHCP)
- The EHCP will specify that the pupil has social, emotional, and mental health needs (SEMH) as a Primary need. Alongside this the young person may also have a diagnosis of autism or demonstrate behaviours associated with autism (ASC)
- The pupil will normally have been assessed as within the average ability range of educational functioning. (In some cases, pupil's levels of ability as measured using psychometric tests may prove difficult. In these cases, the school will base its judgements on its ability to meet needs)
- The pupil may have learning difficulties and/or low attainment that are associated with their SEMH/ASC needs
- The pupil may have one or more specific learning difficulties
- The pupil will express a commitment to the placement
- The pupil's parents/carers will express a commitment to the placement
- For all "Looked After Children", there must be permanently named carers and a permanent home base for the pupil, available at any time throughout the year. The school cannot be the main residence for any child.

7. Responsibilities

The Local/Placing Authority

- Provide the school with all current advice and information concerning the pupil
- Name the School in the EHC Plan
- Agree contractual arrangements for transporting the pupil to and from Maple Tree Primary School
- Make any arrangements for transporting the pupil to and from Maple Tree Primary School.