



Crosshill School

School Policy

Admissions

Reviewed By	Full Governing Body
Review Cycle	4 Years
Approval Date	Autumn 2016
Next Review Date	Autumn 2020

The Governors are responsible for the admissions policy. The 1981 Act places a duty on an LEA to arrange for the special educational provision which stated pupils need. However, the general principles laid out in the 1944 and 1980 Acts where parents wishes should be granted, continue to apply.

Crosshill is a non-denominational Foundation, day special school for children between the ages 11-16 who experience Moderate and other associated Learning Difficulties. Pupils who have visual and hearing difficulties are also catered for.

It is committed to providing equality of opportunities for all children, irrespective of race, culture or gender.

Admission will be made on the basis of a clear identification of the need of the child and the school's ability to provide an environment and curriculum appropriate to meeting these needs. The school will endeavour to provide opportunities for integration of all pupils into mainstream schools and settings where practically possible.

REQUEST FOR A PLACE

All requests for places go through the Area Office at 10, Duke Street in Blackburn. The LEAs Statutory Assessment Team Manager is responsible for placement of pupils.

WITHOUT PREJUDICE VISITS

These visits are opportunities for parents or guardians to look at the provision of special schools in the area. Discussion about placement should not take place. The child may accompany the parents on the visit. Any parent or carer who would like to see Crosshill should be given the opportunity. This will help them make an informed decision regarding request for a placement to the LEA in a special or mainstream school.

FORMAL REQUEST

Sometimes a formal request for a place is made by the office without a visit beforehand. No child should be offered a place before the Headteacher or senior teacher has met the child and parents or guardian and they have seen the school. Most formal requests are made after a without prejudice visit.

EDUCATION, HEALTH AND CARE PLAN (Previously Statement of Special Educations needs)

All pupils who attend Crosshill should have an Education, Health and Care Plan which makes it clear the child has learning difficulties, or speech and language difficulties, or other difficulties which can be met by the school.

ASSESSMENT PLACES

Occasionally a request for an assessment place is made by the LEA. These are often difficult to manage and sometimes inappropriate. These should last no longer than one term, at the end of which the statement should be completed or the child referred back to the area office. The child should not be placed on the school roll until the assessment has been completed ie at the review.

ATTENDANCE

A child with a poor attendance record ie below 50% will be offered an assessment place. If the child's attendance is acceptable ie 90% during that term then a place will be offered. This will ensure that non attenders do not take up valuable places. Absence for genuine medical reasons will be taken into consideration.

ADMISSION DATE

Where a child has been assessed to have their education provided by Crosshill it makes sense that the child attends as soon as possible. This date is arranged by the Headteacher in consultation with the parents. The classteacher will be aware of the pending admission, the content of the statement and other paper work.

CLASSTEACHER ROLE

It is important that the pastoral teacher meets the pupil and parents before admission. Wherever possible they will contact or visit the child's educational provider eg school or home tutor.

YEAR 6 INDUCTION DAY

An induction day is held each year for pupils transferring from Year 6 in mainstream schools. This provides the opportunity for pupils to meet their peers and staff and enable them to familiarise themselves with the building and some routines before transfer.

ADDITIONAL NEEDS

Once a place has been offered and agreed a member of the Admin team will coordinate the admission and inform the speech therapist etc. of any additional needs.

SCHOOL CAPACITY

The school currently has places for 65.

There may be situations when Crosshill School may not be deemed suitable. This is set out in the Code of Practice which states that when considering a child's school it must:

- 1 Be appropriate to the child's needs;
- 2 Compatible with the efficient education of other children;
- 3 Compatible with the efficient use of resources.