

## **Admissions Policy: Eden Park Academy - Muirkirk**

### **Rationale:**

Eden Park Academy is a service provided for young people who are in the residential care of Radical/Pebbles/Partners Services. The young people may not be placed within their home area. However, the school will also accept students who are not in the care of the company as day placements if it is considered that their needs can be met. The young people in the care of these companies present a range of educational needs and requirements. This policy sets out the levels of provision we can provide to our clients.

### **Aims:**

- To allow all young people to maximise their potential regardless of their circumstances.
- To accommodate the young people's needs and behaviour wherever possible, provided the education of others is not compromised.
- To meet government legislative regulation and statutory guidance regarding the education of children looked after (CLA) this policy reflects the requirements of the admission policy. This in terms of admissions this would mean that students should be admitted in a timely manner.

### **Provision:**

The school provides appropriate education for a maximum of sixteen pupils aged 11-16 years. We are registered to provide a curriculum to pupils at CfE levels 2,3,4 and senior phase. This curriculum is broad and is made up of a number of strands and subject areas which include the opportunity to study subjects such as Social Subjects, ICT and Health and Wellbeing alongside core subjects such as English, Maths and Science. There is an emphasis on numeracy and literacy throughout the curriculum.

Pupils will be admitted with the aim of engaging them fully in the education process as often young people who are admitted to Eden Park Academy have not attended school for a sustained period of time or have had multiple placements. A child centred approach to teaching is undertaken to support our pupils to strive and achieve within the curriculum and wider world. Each child/young person follows a curriculum which is holistic and tailor made to their needs.

On arrival at Eden Park Academy (see earlier steps on admissions procedure) the young person will be entered in the Admissions/discharge book and will appear on the school register. A checklist is followed with each new referral to ensure that all required information is collected, and tasks completed.

We will provide education for pupils who are unable to access the core curriculum provided within a mainstream setting. Pupils with challenging behaviour that may prevent them from attending school can still access our services. Services are many and varies and can include elements of home tuition, education delivered by care staff with education staff as support.

## **Education, Health, Care Plan (EHCP) and/or Coordinated Support Plan (CSP):**

Where a child who has an Education, Health and Care Plan (EHCP) or CSP joins our school, we will always consult with parents and, where appropriate, the Local Authority to ensure that the required curriculum is provided for as set out in the (EHCP), including the full National Curriculum if this is specified. Thus, ensuring that planning and delivery of “the child young person outcomes” identified in Sections E, F of EHCP (and equivalent for CSP) are met. This is reviewed and monitored through EHCP/CSP trackers.

## **Additional Support for Learning/Co-ordinated Support plans**

In accordance with Revised Additional Support for Learning Act 2009, Eden Park Academy assumes that children looked after (CLA) and young people have additional support needs (ASN). We therefore, provide a tailored curriculum that ensure the skills and capabilities of pupils are developed with regard to Local Authority co-ordinated support plans.

We will also co-operate with the Local Authority to ensure that relevant reviews, including the annual review, are carried out as required by regulation and best practice. The school will always make reasonable adjustments to meet the needs of children with an EHCP and ASN.

## **Admissions Procedure**

- Referral made to company this should include what has been agreed.
- An admissions pack will be issued that will include timetable, home school agreement, school expectations, school contact details, staff structure and other general information.
- Home Manager to then contact Head Teacher if more information is required on school/meet and discuss proposal.
- Referral accepted - head office will inform school or Head of Education of confirmation of student's education package.
- Pre-admission planning meeting with timetable/pep discussion.
- Initial information sent to Head Teacher with basic information – home, full name, date of birth, local authority, social worker details, previous education background (contact details).
- Head to call previous education placements to discuss requirements/levels/support.
- Head Teacher to meet with young person to set short/long term targets.
- School staff meeting to inform staff of new pupil.
- Young person to have a tour of the school and meet staff (handbook given/checklist completed/consent forms signed).
- Risk Assessments sent to schools for pupil by home manager.
- Afternoon inductions session/form tutor given.
- Pupil placed on roll.
- GL Assessment & Diagnostic Screeners/previous educational placement assessments completed/used to determine the pupils baseline ability
- IEP meeting with Manager/Social Worker and pupil (within first month).
- Termly progress reports given.

**Updated August 2018**