



Bridgeview Special School

Admission Policy



1	Summary	Admissions Policy			
2	Responsible person	Maria Hope			
3	Accountable SLT member	Maria Hope			
4	Applies to	<input checked="" type="checkbox"/> All staff <input type="checkbox"/> Support staff <input type="checkbox"/> Teaching staff			
5	Who has overseen development of this policy	SLT			
6	Who has been consulted and recommended policy for approval	Governors			
7	Approved by and date	Nicola Witham October 2022			
8	Version number	2			
9	Available on	Every	<input type="checkbox"/> Y <input type="checkbox"/> N	Trust website <input type="checkbox"/> Y <input type="checkbox"/> N Academy website <input checked="" type="checkbox"/> Y <input type="checkbox"/> N SharePoint <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	
10	Related documents (if applicable)				
11	Disseminated to	<input checked="" type="checkbox"/> Trustees/governors <input checked="" type="checkbox"/> All staff <input type="checkbox"/> Support staff <input type="checkbox"/> Teaching staff			
12	Date of implementation (when shared)	September 2022			
13	Consulted with recognised trade unions	<input type="checkbox"/> Y <input type="checkbox"/> N			



Contents

Introductory statement

1.	Number of places.....	3
2.	Commissioning.....	3
3.	Criteria to be applied in respect of other pupils when oversubscribed.....	4
4.	Offers.....	4
5.	Appeals against any refusal to not accept a referral.....	4
6.	Complaints.....	5
7.	Equal Opportunities.....	5
8.	Review.....	5
9.	Links to other policies.....	5

Introductory statement

Bridgeview is a specialist provision for pupils aged 5-11 that find mainstream schooling ineffective. It predominantly supports pupils who present with social, emotional, or mental health needs as their primary area of need. With communication and interaction being the secondary areas of need for many pupils. All pupils have an EHCP with Bridgeview named as the most appropriate setting.

1. Number of places available

The School will provide education for pupils aged 5-11. At full capacity the school will provide education for 65 pupils aged 5-11.

2. Commissioning

All places are commissioned by local authorities, Hull and the surrounding area.

Bridgeview is a primary day school for pupils with an Education Health Care Plan (EHCP).

Consultation meets the SEN Code of Practice.



Pupils from Hull and the surrounding areas with an EHCP are admitted following consultation with the school by the Special Educational Needs (SEN) team. If it is identified that the school can meet the child's social, emotional and behavioural needs all parties are informed and an agreed date for an admission meeting is arranged. Following this a start date is finalised. Staff may also visit pupils in their current setting or home to assess if Bridgeview Special school can meet their SEN needs.

If the EHCP identifies the need for one to one support in the classroom, the referring authority would be asked to meet the additional cost.

The EHCP is reviewed annually allowing professionals, parents/carers and the child the opportunity to discuss if the current placement is fulfilling the child's needs and also plan for the next 12 months, both educationally and personally. This review would consider whether the child should remain in Bridgeview or seek an alternative provision, either in a special or mainstream setting.

There is an appeal process for families who make an unsuccessful bid for a place at the school for their child.

3. Criteria to be applied in respect of other pupils when oversubscribed.

The following oversubscription criteria will apply when there are more referrals than places available, in order of priority:

1. Pupils who are or were previously looked after by a Local Authority (as defined by the Children Act 1989)
2. Work in partnership with the Local Authority SEN teams to identify priority for pupil places in doing so we would always consider the needs of existing pupils and additional places would not be given where it would be at the detriment of other pupils.

4. Offers

If we can accept a referral we will write to the commissioner accepting the referral, including financial requirements, the support to be offered, a start date, the date by which the offer should be accepted and the address to which to respond.

When offer letters are sent, if the commissioner fails to accept the place by the date set out in the letter, it will be assumed that the commissioner no longer wants the place and the offer will be withdrawn.

5. Appeals

When Bridgeview identify that the can not meet the need of the pupil, parents can go through the local authority appeals process.



6. Complaints

Any objections to this policy or its application should be raised with the school through its normal complaints process which is published here www.vennacademytrust.org/company-information

If the complainant is not satisfied with the resolution, they are able to complain to the Education and Skills Funding Agency (ESFA) at Academy.QUESTIONS@education.gsi.gov.uk.

7. Equal Opportunities

Bridgeview is committed to equal opportunities and admits pupils across the full spectrum of academic abilities. All pupils have access to the curriculum but this is adapted to meet their individual learning needs.

8. Review

This policy will be reviewed annually and any amended policy for the following September will be published on the school's website. The policy will remain on the website throughout the school year.

9. Links to other policies

This policy should be read in conjunction with the school's other policies published under the policies section of the school website. Other related policies include:

- SEND policy
- equal opportunities policy
- complaints procedure
- safeguarding policy