



MacIntyre Academies Endeavour Academy

Admission Policy

Person Responsible:	Head Teacher /Head of Care
Date of first draft:	2014
Date of staff consultation:	
Date adopted by the Trust Board:	May 2014
Date of implementation:	September 2014
Date reviewed:	January 2016
Date of next review:	January 2017

Rationale

A placement at Endeavour Academy should always arise from a process that identifies the school as an appropriate and positive choice and best meets the need of the child/young person.

A Child/ Young Person would be assessed by the Head of Care and have an assessed package by the LA (Oxfordshire) if requiring support from Endeavour House.

Purpose

To ensure that all involved in the Admission Procedure work in partnership enabling informed decisions in the best interests of the child/young person.

Principles

- Parents/Carers are encouraged to make a visit to the school and/ or Endeavour House at the earliest opportunity, preferably before the completion of a statutory assessment or Annual Review. The focus of any the visit is upon parent/carer viewing the Academy. Neither School or Endeavour House will not comment on the appropriateness of the provision for the child/young person before an assessment is carried out
- During the admissions process, if requested and deemed appropriate, key staff from Endeavour Academy will attend an Annual Review at the young person's existing school.
- The Principal and Head of Care would attend to make an assessment of whether the Child would meet our admissions Policy.

Admissions Criteria

Endeavour Academy admissions criteria are:

1. The CYP must have a Statement of Special Educational Need (SEN) or Education, Health and Care Plan that refers to a diagnosis of autism. In cases of dual diagnosis, the young person's autism must be the main barrier to learning
2. The CYP must be working at academic levels well below age-related expectations and have learning disability associated with autism, for example severe leaning difficulties.
3. The admission of any one young person must not be detrimental to the learning of the other pupils, and an impact assessment would be completed at admission stage.

Admissions Process

The process of admission to Endeavour Academy is as follows:

1. The Local Authority will send a copy of the CYP's papers to the Academy for consideration.
2. If the Principal and Head of Care agrees that the Academy can meet needs from papers, this is reported to the relevant SEN Panel.

3. The Principal, head of key stages and/or the head of care will arrange to visit and observe the young person in their present setting and talk to any relevant professionals.
4. If the Principal feels the school can still meet needs, they will inform the relevant SEN department and admission is arranged.
5. If the Head of Care feels Endeavour House can meet the needs, they will inform the Placing Authority. (Oxfordshire)
6. If the Governing Body, in partnership with the Principal and Head of Care, decide the school cannot meet the child/young person's needs the Authority is advised the reasons for this decision in a form that can be shared with parents.
7. The LA will arrange transport in accordance with its own Home to School Transport policy. The academy is not responsible to coordinate transport, and is that of the Parents/ Carers should transport not arrive.
8. If the School is full, it cannot offer a place as this would compromise the safe and effective education of the CYP already on roll, this is the same process for endeavour House and No external CYP to the academy would be considered.

Arrangements made to help the CYP transition into the Academy

The Academy will liaise with the parents and carers and/or the current educational setting to see what transition arrangements will best suit the CYP. Social stories and photographs of the school and staff will be offered to the CYP as well as visits to the school so that the young person and their family feel fully prepared for the move to Endeavour.

An induction programme, appropriate to the individual child, will be drawn up to support transfer to Endeavour Academy. This may include visits by key staff between schools and additional visits/part-time placement to support move by child/young person Endeavour.

The introduction to Endeavour House would follow an admission to school and a 6 week assessment period would be made within School and within Endeavour House to ensure the CYP meets our criteria.

Within Endeavour House we will work closely with Parents/ carers and agencies involved to ensure a planning meeting is held and that a coordinated transition would happen in the best interests of CYP.

Endeavour House/ Academy offers 3 Packages with a variation to each to offer flexibility to Parents and/ or Carers. We offer a Childrens home with 6 beds (52 weeks), Short Breaks (51 weeks) with 6 beds and After School Club with the maximum 6 spaces (Term Time Only Mon – Thursday).

CYP may suffer with additional behaviours that challenge and/ or have Mental Health needs, any CYP that displays high level prolonged episodes of deterioration, that may impact their learning or that of others in the environment, we would ask for a review of the Placement.

Exclusions

The Academy will always work with outside agencies such as CAMHS, social care, and health services to ensure that we can avoid exclusions if at all possible. Exclusions will only take place when all other avenues have been explored and children or young people's safety cannot be guaranteed. In these cases we would work very closely with families and multi agencies to ensure that the child or young person is being transitioned to an appropriate setting with all support needed in place.

Admission Process

