



Two Boats School
Admissions
Policy

Admissions Policy

Legal Status:

- Complies with Part 6, Paragraph 24 (3) (a) of The Education (Independent School Standards Compliance Record) (England) (Amendment) Regulations

Applies to:

- the whole school inclusive of activities outside of the normal school hours;
- all staff (teaching and support staff), the proprietor and volunteers working in the school.

Other relevant documents:

- Equality and Diversity Policy
- Special Educational Needs and Disability Act (SENDA)
- Attendance Policy
- Inclusion Policy

Availability:

This policy is made available to parents, guardians, carers, staff and pupils from the school office and website

Monitoring and Review:

- This policy will be subject to continuous monitoring, refinement and audit by the Headteacher.
- The Proprietor undertakes an annual review of this policy and of the efficiency with which the related duties have been discharged, by no later than one year from the date shown below, or earlier if changes in legislation, regulatory requirements or best practice guidelines so require.

Signed:

Date: April 2020



Farah Quinn
Head teacher

Admission Policy

At Two Boats School we are registered to care for and educate children from the age of 3-18. No child is refused entry on the grounds of race, ethnicity, gender, religion or sexual orientation. We require confirmation of the date of birth of a child.

Pupil Profile

Our school provides education for young people who live on Ascension Island. Due to the transient nature of the school, some pupils may only be on roll for a short period of time whilst other students may spend their entire school career within the school.

Criteria for admission:

- Compatibility with peer group
- Compatibility with curriculum and learning environment
- Suitability of environment:

Admission will not be detrimental to the needs of other children – no pupil/student should compromise the opportunities of others within the school. It is essential that admissions are properly planned and allow for smooth transition.

Special Educational Needs

Where a child who has a Statement of EHCP joins our school as an SEN, we will always consult with parents/guardians/carers and, and the previous school to ensure that the required curriculum is provided and the school can meet the needs of the pupil. The school will make reasonable adjustments to meet the needs of children with a statement of special educational needs. Any additional services that are needed to meet the requirements of the Statement or additional services such as dyslexic tuition will be subject availability. Our school has a policy and procedures for children with *Special Educational Needs and Disabilities* (SEND) in line with the *SEN Code of Practice* (July 2014)

English as an Additional Language

Our school will make provision for children who have English as an additional language, (EAL) in the assessment procedure. We do not regard children as having a 'learning difficulty' solely because the 'language or medium of communication of the home is different from the language in which he or she is or will be taught' (Education Act 1996, Section 312(1), (2) and (3)). However, pupils for whom English is an additional language (EAL) will be provided with appropriate support provided they meet our School Academic criteria. They will be assessed to gauge the support that may be needed in order to ensure equal access to the curriculum along with all other aspects of life at our school. Our school has a policy and procedures for students requiring *English as an Additional Language* (EAL).

Admissions Policy Appendix

As much information as possible will be sought at the point of referral to inform assessment as to whether the school is able to meet the needs of the young person. Information sought should include:

- young person's name;
- age and date of birth;
- gender;

- ethnic background, cultural needs, religious needs/persuasion;
- health needs & history;
- educational history, needs, current provision, support received & required including whether there is a statement of special educational needs proposed educational plan;
- expectations and requirements sought by the parent and carer
- the young person's legal status;
- any special issues e.g., restriction of contact, child protection and

In the case of pupils with SEND, the Head teacher will consider whether the school has sufficient staffing and expertise in terms of number and experience to manage such admission both in terms of the individual young person's needs and respect of the potential impact that the admission may have on existing group dynamics. The information provided will assist the Head teacher in an assessment as to whether a school placement is viable and appropriate.

Admission

The young person's details need to be entered into the admissions register and accompanying information filed. AIG will be informed of admission on arrival at Two Boats. A transition plan will be put into place for the young person to ensure a smooth transition process. The young person will be shown around the school and introduced to the staff and other young people. An individual timetable will be discussed, taking into account the young person's age, aptitude and ability. Initial assessments will be carried out within the first two terms from admission and a copy of the results will determine the curriculum pathway at key stage 4. First impressions count and the admission of the young person into our school is one of the key elements in determining the success of the school placements.

Reintegration to other educational establishments

Where possible we intend for young people to be discharged in a planned and purposeful way. This may be to another educational establishment or to post 16 education. The move should, wherever possible, be promoted as positive, progressive and in the young person's best interest.

End

Policy Reviewed By:	Farah Quinn	Signature	Date
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Next Review Date:	September 2021	<u>fg</u>	April 2020
Interim Review Comments:			
Written and implemented		<u>FQ</u>	
Policy Reviewed By:			
Next Review Date:			
Interim Review Comments:			
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