



Admissions Policy

2020-2021

Status:	STATUTORY
Responsible Person:	Headteacher
Responsible Governance	Managing Director of Education Services Leadership Support
Ratified by Governance	
Date first Approved	
Review Date	

Signed		MD of Education Services
Date		

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1.0 Rationale

Armley Grange is an independent school maintained by the Horizon Care and Education Group and therefore operates the admissions procedures in conjunction with Leeds City Council, Education Department.

-  Armley Grange has the capacity for 50-day students.
-  The schools provide a specialised educational programme for children who have an Education, Health and Care Plan, specifically Social, Emotional and Mental Health needs.
-  Armley Grange School operates this policy in order to ensure that places are awarded to those young people who are in most need of and will benefit from the specialised education programmes provided.

2.0 Admissions Statement

Armley Grange School is part of Horizon Care and Education and is a special independent school for up to 50 students aged 7-19 years who have recognised SEMH (social, emotional and mental health) needs.

Armley Grange School will admit students with an Education, Health and Care Plan (EHCP) which names the school and where there is a place available.

Referrals to Armley Grange School are usually made through Local Authorities and can be made at any point during the academic year. Referrals can be made directly to the school or through the Referrals Department of Horizon Care and Education Group.

-  Admissions to the schools are the responsibility of Horizon Care and Education Group in conjunction with the Headteacher, acting on behalf of the Governance team.
-  All young people will have an Education Health and Care Plan.
-  All young people at the school will access a broad and balanced curriculum comprising of the National Curriculum, Vocational, Life and Social Skills courses.
-  Visits to the school and meetings with the young person and parents will take place prior to admission.
-  Young people have an individual integration plan to allow them to integrate into school routine successfully. These plans are agreed in the presence of the young person, parents, care, education and other involved agencies such as social services and family support officers.
-  The first eight weeks of a young person's placement will be used to assess needs. This assessment will be based on information provided at admission, initial observations of staff and academic assessments and, if appropriate, Educational Psychologist.

3.0 Admission Criteria

Admission criteria to Armley Grange School are determined by Horizon Care and Education in conjunction with the Head teacher of the school.

The published admission number (PAN) for Armley Grange School for the academic year 2020-21 is 25.

Following the referral of a prospective student to Armley Grange School all the available information will be considered before a decision is reached on whether the school would be able to meet their needs. The following factors that the school will consider include, but are not limited to:

- Children who are in the care of a Local Authority or who are provided with accommodation by that LA in accordance with Section 22 of the Children Act 1989.
- The school will admit, by prior agreement, a student whose EHCP names Armley Grange School.
- It is essential that the prospective student visits Armley Grange School before an offer of a place can be made. This ensures that Armley Grange School is an appropriate placement for the student and includes them in decisions about their education. There are exceptional circumstances in which the need for a visit to the school may be waived but this will only be permitted with the agreement of the Head Teacher.

Armley Grange School tries to ensure that students are placed as quickly as possible once a place has been offered. At the time of receiving an offer of a school place parents/carers will be advised of the process of securing LA approval for the place and for starting at Armley Grange School.

4.0 Legislation

This policy takes account of all relevant legislation including all characteristics defined in the Equality Act 2010 together with all relevant regulations and the School Admissions Code (DfE 2014)

[The Equality Act 2010](#)

[School Admissions Code \(DfE 2014\)](#)