



EdStart - Specialist Education Ltd.

ADMISSIONS POLICY

Policy Reviewed	August 2018
Review date	July 2019

Edstart aims to provide a varied and alternative curriculum to those who have additional needs or perform better in a smaller classroom environment. Edstart aims to cater for learners with special educational needs, that have been identified by the referring school or agency

Admissions are to be dealt with by the Senior Management Team at the company. Initial contact regarding a referral from a school or agency will generate the need for the completion of Edstart's referral form. This must be completed thoroughly and returned to the SMT for deliberation. The referral form is available on request.

Edstart will admit referrals based on the following criteria:

- Successful/ thorough completion of the referral form
- Key contact information of the learner
- Comprehensive information provided by referring agency , including access to SEN statements
- Decision of the SMT based on referral information
- Ability of the learner to achieve
- Ability of the learner to complete qualifications based on date referred
- Suitability of the learner to the programme
- Impact/ risk to others including staff and students
- Impact on other learners previously enrolled on programme
- Meeting with Parents/Carers to agree learning and behaviour targets

Successful admission will result in an induction period for each learner and a sustained observed assessment of their suitability to determine programme level. Parents or guardians will be informed of the provision and how to access policies relevant to the young person's education, safety and welfare.

Regular contact is to be kept with the referring school or agency concerning progress of the learner and other matters that may arise.

Version 1

Amendments: None