



Admissions Policy

Policy Details	Admissions Policy 2022-2023
Prepared by:	Mr J Gibson
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Approved by: Signature:	
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THE ADMISSION OF STUDENTS TO THE REACH SCHOOL

GENERAL

The school is established to provide education for all students in Years 9, 10 and 11 who come under the Fair Access Protocol. Referrals are made either through South Network Sharing Panel on their referral form or directly to the school via a REACH School referral form. Referrals can be made at any point in the academic year.

- Students whose behaviour or engagement in school is such that a permanent exclusion is likely
- Vulnerable students at a point of crisis
- Students who have difficulty securing a school place
- Students who have patterns of poor attendance which have created a barrier to learning.

There will be no formal admissions application process for parents or normal admission round. Instead a referral system will be established whereby schools or Birmingham Local Authority may refer students to the South Birmingham Network Sharing Panel.

The REACH School Headteacher will have the final authority in deciding admission to REACH.

Students in all year groups will be dual registered, remaining on the roll of their base school and with REACH School as the subsidiary school.

In exceptional circumstances and in the best interest of the child it may be necessary to place a child directly on roll at REACH. This will be at the discretion of the Headteacher.

The base school of students in all year groups will receive regular updates on progress, attendance and behaviour. Where concerns are raised it will be expected that a representative from the base school will support REACH School to reengage the student. If this fails, then it may result in the closing of the placement by REACH School and in the event of this happening, the student will immediately return to the base school and their future education will be their responsibility.

REACH School does not refer students back to Sharing Panel

It is the aim of REACH School to ensure students commence their education at the school within a week of a decision to accept the referral.

The admission of a student should not adversely affect the education and behaviour of the students already on roll at the school. Consideration will be given by the Headteacher and Headteacher to the type of difficulties and behaviours exhibited by the student and the likely effects upon the stability of the group and the health and safety of the School.

In exceptional cases, subject to assessment of risk and ability of the school to meet need, REACH School may accept referrals of a student with an EHCP or a permanently excluded student. Any such exceptions will subsequently be reported to the Governing Body.

Where students are identified as having special education needs that have previously been undetected, base schools will, if necessary, support in both assessment and provision requirements.

REACH School does not provide 6-day provision, unless at the authorisation of the Headteacher.

Costs related to referring a student to REACH School

Commissioners will pay an agreed top up fee to the school on the admission of the students (as per the charging and remissions policy).

PROCEDURE FOR ADMITTING STUDENTS TO THE SCHOOL

Admission Number(s)

The School Trust has the following agreed admissions numbers for the School for the years:

Year group	2023	2024
Yr 9	16 (June)	16 (June)
Yr 10	26	28
Yr 11	34	36
Total	60	64

These numbers may alter dependent on the need of the SN schools each year and taking into account the data collated over time by Sharing Panel.

Process of Referral

1. Applications for a referral **must** be made on the REACH School referral form or SN Sharing Panel form, and when completed, must be sent by secure email to: laure.jacques@reachschool.co.uk
2. All commissioners will be required to complete a comprehensive referrals form to enable the Headteacher to make evidence based decisions on the appropriateness and the potential for the young person to succeed at REACH School.
3. Headteacher, and where appropriate the SENDCO, will assess referral forms in order to ascertain suitability of placement and the ability of the school to meet individual student needs.
4. Referrals may be made at any time during the year, and REACH School will attend the South Network Sharing Panel meetings every 6 weeks for continuity. REACH School does not accept parent/carer referrals/requests.
5. Once placement is agreed an induction process will be started.

All commissioners will be required to complete comprehensive referrals to enable the panel to make evidence based decisions on the appropriateness and the potential for young person to succeed at REACH

The South Birmingham Network Sharing Panel will consist of:

- Chair of Inclusion
- The REACH Headteacher
- All Network Headteachers (operating on a rotational basis)
- COBS Representative
- Fair Access Representative

If required, the following agencies may be invited to contribute about specific cases.

- Representative from School Admissions and Student Placements
- Representative from Looked After Children Service
- Representative from Youth Offending Team

Where exceptional circumstances occur and the number of appropriate referrals exceeds the number of places available, place offers will be made in accordance with the following order of priority:

1. Children in the care of the Local Authority, or previously looked after and on the roll of one of the South Network Schools
2. Children in care of the Local Authority, or previously looked after who reside in the South Network area
3. Children who reside in the South Network area without a school place
4. Children judged to be most in need of the provision

Appeals Process

In the event of an unsuccessful application, the Commissioning body have the right of appeal to the chair of the Appeals Committee of the South Network Board or the Trust directors.