



# THE OUTDOORS SCHOOL ADMISSIONS POLICY

# **Admissions procedure**

## **Introduction**

The admission procedures of The Outdoors School fall outside the 2 'Codes of Practice' for maintained schools. However, the institution takes into account the Equality Act 2010, the Human Rights Act 1998 and the rules of natural justice, when implementing the admission policy and procedure.

The Outdoors School is designated as an Independent Special School with a focus on SEMH and ASD provision. There are 150 places available across the school sites and these are specifically for KS2 and KS3 pupils.

## **Admissions Criteria**

Admissions to The Outdoors School will be based on referrals from the Local Authority and subject to the commissioning agreement held between the 0-25 team and The Outdoors Group Ltd as the proprietors of the school.

Parents wishing to request placements with The Outdoors School are welcome to visit the school and where appropriate will be signposted to the local authority in order to make a request for a place. Typically the Local Authority will commission places for learners who have EHC Plans and/or SEN and who have not been able to cope within a mainstream setting.

Priority will be given to the Local Authority referrals when places are agreed, however this does not mean the school will not consider private arrangements with parents.

Priority will be given to learners with EHC Plans, identified SEN or ASD and/or who have presented within the mainstream setting with school phobic tendencies, high anxiety or other SEMH attributes such as behavioural issues.

There is no priority given to school places based on age or ability.

Although all learners will be considered, it is important that The Outdoors School has a clear understanding of the learners needs and abilities prior to a place being accepted, this will require our referral forms to be completed, as well as a review of any relevant paperwork such as TAF Review paperwork, Risk Assessments SEN Reports and EHC Plans. It is also important for learners and parents to visit the site to ensure that it is going to be suitable for the learner, the school operates almost exclusively outdoors and often from varied terrain meaning it may not be suitable for all learners if mobility is difficult (for a comprehensive idea of the site conditions and practical steps taken in line with the Equality Act please refer to our accessibility plan)

## **Start dates**

The Outdoors School operates a termly start date process, where learners who accept a place will be able to start at the school on the first day of any given term.

## **Process of admissions**

The process students follow to become enrolled in the school is as follows;

1. Learners and Parents visit the school (either prior to speaking to local authority or as a result of speaking to the local authority)
2. If learners and parents are happy with the school they will speak to the local authority to let them know they would like to request a place at the school
3. Local authority will go through the commissioning criteria and agreement in regards to allocating funding for a place
4. Local authority will liaise with The Outdoors School to provide all relevant documents and The Outdoors School will return all relevant documents to the local authority
5. The learner will be accepted if funding is agreed and will be provided with a start date (see start date information in this policy)
  - If funding is not agreed then the parents may enter into the appeals process to try and receive funding for the place from the local authority

## **Attendance**

Attendance at school is critical to successful learning, our attendance criteria and our policy procedure are contained within our 'Behaviour and Attendance Policy'.

## **Appeals Procedure**

The appeals procedure for The Outdoors School is contained within the 'Complaints Procedure Policy' for The Outdoors Group Ltd (available online), and sets out the procedural steps to follow should any complaint or appeal be made against the setting or company.

## **Legal guidance**

If an independent school or college discriminates against a potential student on the grounds of disability, a complaint can be made by the parent or guardian to the First Tier Tribunal (Special Educational Needs and Disability).

Before making such a complaint, the potential student should exhaust any appeals procedure set out in the school or college's own admissions policy and, preferably, make a formal complaint using the school or college complaints policy.

If there is a possible breach of rights under the Human Rights Act 1998 or non-compliance with the rules of natural justice, the parent or pupil should seek legal advice as to the possibility of a judicial review in the High Court.