

Notton House School

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Notton House - Ipswich
Working together to build a positive future

Admissions Policy

Member of staff responsible:	Headteacher
Adopted by GB:	May 2015
Date of First Review:	
Date of Second Review:	

Purpose and Rationale

At Notton House School we promote an Inclusive Ethos within our Vision for our pupils of 'Providing Young People with a Future'. We seek to achieve this by

- helping them to achieve their potential academically, personally and socially
- raising their achievement and giving access to a full range of national curriculum and related vocational subjects
- seeking their re-integration to day school provision (mainstream or special)
- promoting inclusive education
- reducing suspensions/exclusions.

We are a 'specialist' provision geared towards meeting the needs of a specific aspect of SEN, within the spectrum of educational provision offered by Bristol City Council.

We are able to provide up to 42 residential places and 10 day places primarily from Bristol LA, but welcome young people from neighbouring Local Authorities: BANES, South Glos., North Somerset and Wiltshire.

Criteria for Admission

In order to achieve the above stated aims and objectives it is essential that we focus our specialist provision for a target group of pupils who fall within the broad parameters set out below:

Age Range: Notton House caters only for pupils in Years 4 – 13 (8-18 yrs).

Residential/Day: Pupils admitted within years 4-11 will mainly be on a residential basis, the extent of residential support offered will be agreed at the point of admission and be reviewed regularly throughout the pupil's placement.

However we also offer Day places in cases where travel time is worthwhile, or as a phased entry or exit route to/from Residential places.

Gender: Notton House currently only caters for boys.

Ability Range: Notton House caters for pupils of average or above average academic potential (this does not exclude pupils with specific learning difficulties or below average levels of attainment).

Special Educational Needs (SEN): Notton House caters for pupils whose primary special educational needs are **Social, Emotional and Behavioural (SEBD/SEMH)**.

Social Language Communication Difficulties (SPLD): Notton House can cater for pupils with SPLD who have average or above academic potential and can socialize appropriately within their peer group.

Commitment: Given the nature of a residential school placement it is essential that all stakeholders are in agreement with the placement, namely pupil, parents/carers, school the local authority and their professional advisers

It is not uncommon for a new pupil to be hesitant and negative towards attending Notton House School (NHS). Many suffer from traumatic stress disorder and have major attachment issues. Therefore the thought of living away from home is a concern for both the family and their child. The School is experienced and skilled in helping young people overcome the challenge of living away from their family home and helping them settle positively into their new school.

Duties and Responsibilities of the Headteacher: The Headteacher has a 'Duty of Care' for pupils and staff alike and must exercise appropriate judgements to ensure their safety and welfare. In doing so the Headteacher must consider the benefits of a placement at Notton for a pupil who has been referred and set this against the potential harm that the pupil's admission would have to the progress and welfare of others in the school community.

The Headteacher may refuse a place for a pupil if there is evidence:

- that the pupil has demonstrated high levels of delinquency and/or other serious conduct disorder
- that the pupil has demonstrated high levels of violence towards children, adults and staff in previous educational settings
- that the pupil has demonstrable drug related problems (is/has been addicted and/or involved in dealing drugs)
- that the pupil has demonstrated a propensity for engaging in unacceptable sexualized behaviour
- that the pupil's age at the time of referral is incompatible with the progress and welfare of pupils already on the school roll
 - pupils would not normally be admitted after the Autumn of yr 10
 - pupils would not be admitted to a year group that is already full (even if vacancies exist in other year groups ie yrs 9-10-11)
- the Special Educational Needs of the pupil are incompatible with the main types of need that the School is resourced to meet.

Programme of Admissions

NHS encourages all parents and/or carers of pupils being considered for a place to visit the school (initially without their child) so the decision of whether the School is the right place for their child is a mutual process. Once the parent/carer is sure they want a place at NHS, or a Local Authority requests one the Head of Department will read all relevant paperwork and visit the child's current/last school, to get a clear understanding of the child's needs. NHS then responds to the LA and if a place is offered the following admissions procedure is followed:

Place offered – Family visit to School (Home – School Agreement completed, uniform ordered, contact and personal details taken and introductions to key

staff takes place) – Home visit by Residential Care Lead (Risk assessment, Pen Picture, Healthcare Plan, Placement Plan) – start date agreed. The School has an information booklet for new pupils and prospective new parents/carers and these are available to parent/carers and visiting professionals from the school's main office.

On starting at Notton House School:

A new pupil will know who their tutor and teaching assistant are in school via the home visit and the visit to the School, as well as who their Lead Care staff and Key Worker are in the care team. They will know what our standpoints and expectations are and Notton will know what they expect of us. The boys will be encouraged to bring personal items and decorations for their bedrooms and help them feel 'at home'.

After approximately 3 months at NHS a placement review will take place for the pupil to ensure that they, their family and the school are all pleased with their transfer to Notton House School.

Monitoring and Evaluation

This policy will be reviewed annually by the Headteacher and the Governing Body. The policy is aimed at ensuring smooth and successful transfers of pupils from Bristol and neighbouring LA's and to a more settled and suited provision from which they will secure a positive future.