

## ADMISSIONS POLICY

### Rationale

The following policy sets out the entry procedures to Slindon College, as required by the Education Act 2011, College Standards and Framework Act *Updated 2021*, College Admissions Code 2014 *Updated 2021*, and Education (Independent College Standards) (England) Regulations 2014.

Slindon College is a single sex independent College for boys with Specific Learning Difficulties, Speech, Language and Communication Disorders and certain ASC as well as other needs or diagnoses, for example, Dyslexia, Dyscalculia, Dyspraxia, ADHD, ADD, and other difficulties. Many of our children are referred to us and funded through the local authorities. Our age range is between 8-18 years of age. Some of our children will have a Statement of Special Educational Needs or an Education Health Care Plan. Others may be undergoing assessment. Boys enter our College via two routes: from independent applications, or referred and sponsored by Local Authorities. No pupil is refused entry on the grounds of race, gender reorientation, ethnicity, religion or sexual orientation.

Deciding on the right College for any child is very important, and we believe that a personal visit is invaluable. We very much hope that all prospective children and parents or guardians will visit us. We hold a number of open events during the year, which give a general introduction to the College. These are detailed on the College website. But we are very happy to welcome prospective parents and their children at other times. Visits can be arranged by contacting the College's Admissions Officer, on 01243 814320 or email [registrar@slindoncollege.co.uk](mailto:registrar@slindoncollege.co.uk).

### Aims

- To ensure pupils are fairly and appropriately admitted to the College community
- To ensure pupils have a trial period to assess suitability
- To ensure we only admit pupils who we can fully support to progress and make a positive contribution to their lives
- To ensure pupils feel safe, integrated and harmonious as possible within our College community
- To have consistent clear approach to admissions thereby ensuring we comply with appropriate regulations

### **Admission profile**

There is no standard admission profile for Slindon College, however, we are happy to admit boys for whom the College can meet their current needs. This may include:

- Dyslexia
- Dyspraxia
- Speech, language and social communication difficulties
- ASC/ASD
- Pupils who do not fit in to a larger College or who are considered vulnerable

Pupils can only be admitted to Slindon College if the College can meet their current needs. A child who needs a higher level of speech and language and / or occupational therapy than is available would be better suited to a College with a higher level of therapy provision.

### **Information required for admission**

Information required by the College prior to admission for all pupils:

- name in full
- age and date of birth
- sex
- details of parents/guardians or carers and if necessary their relationship to the child
- emergency contact details of parents, guardians or carers plus one other
- ethnic background, cultural needs, religious needs/persuasion;
- home address
- health needs and medical history
- educational history, needs (boarding or day College), current provision, support received and required including EHCP and/or other professional reports
- date of admission to Slindon College
- year group to be entered

For some pupils:

- risk issues, level of supervision required, establish if any history of self-harm/ suicide, history of volatile and aggressive behaviour, child protection issues, risks presented by third parties; expectations and requirements sought by the placing authority to meet his needs
- the name, address and telephone number of accountable social worker

(if applicable)

- the young person's legal status
- the young person's and their family's social history

The information provided will assist the Headmaster and SENCo in their assessment as to whether a College placement is viable and appropriate. The Headmaster will consider whether the College has sufficient staffing in terms of number and experience to manage such admission both in terms of the individual young person's needs and respect of the potential impact that the admission may have on existing group dynamics.

Parents, guardians or carers will also be asked to provide the College with any further information which they feel will enable us to provide their child with the best possible education. All of the information collected prior to admission will then be used as the pupils registration details.

### **Admission Process**

Stage 1 – Contact is usually made to the College by parent or guardian. As much information as possible will be sought at the point of referral to inform a preliminary assessment as to whether the referral is appropriate and as to whether the College is able to meet the needs of the young person. This is usually done by the SENCo. Although the final decision always rests with the Headmaster.

Stage 2 – Child and parents are offered a tour of the College and interviews. Interviews are with a member of the SEN department and Headmaster (or deputy). Interviewers will then assess if a trial is to be offered. During interviews, prospective candidates and their parents/ guardians are informed of expected standards of behaviour and our rewards and sanctions.

Stage 3 – All prospective pupils are required to undertake a trial period prior to any offer of a place being made. This is usually three consecutive days for a day place, and one week for a boarding place. The College reserves the right to request an extension of the trial period if it is felt necessary. The purpose of the trial period is to assess our mutual compatibility both academically and socially. Prior to any trial we require that emergency contact details, medical information and consents are signed and held with the College. All members of staff who have worked with the prospective pupils are asked their opinion on the suitability.

Stage 4 – If agreed, a place will be offered based on availability and in accordance with the Code of Practice for Schools, Disability Discrimination Act 1995 Part 4 and Schedule 10 of the Equality Act 2010. A date will be agreed for starting and a College uniform will be ordered. The Finance

Department will arrange appropriate contract arrangements with parents or the relevant placing authority.

Stage 5 – All necessary paperwork will be completed, signed and filed and the registration process will be completed. A final date for admission will be agreed whereupon he will be added to the College attendance register which is maintained in accordance with the Education (Pupil Registration) (England) Regulations 2006.

All new admissions are subject to a 1 term probationary period, a meeting to finalise the placement will be heard during the second academic ½ term.

Points of Entry - The usual points of entry are at age 9 for Year 5, age 11 for Year 7, age 13 for Year 9 and age 16 for Year 12. There may be circumstances when pupils are not placed in the chronologically correct year group. This will be discussed and advised on admission. Year 10 pupils may be considered for entry at the discretion of the Headmaster.

Admission of pupils with physical disabilities - The College welcomes pupils with disabilities providing we can offer them the support that they require and cater for any additional needs and that our site can accommodate. Pupils with physical disabilities in addition to specific learning difficulties are admitted if they meet the criteria for entry. Every effort is made to make reasonable adjustments under the Equality Act 2010 (see SEN policy and Access Plan). However, pupils have to be sufficiently mobile to manage the stairs, since it is not possible to install a lift. In addition, boarders need to demonstrate their ability to manage their personal care, with age appropriate support.

### **Religious Beliefs**

Slindon College has a broadly Christian foundation, however, we do not admit on the basis of religious belief, and we offer the opportunity for other religions to practice their own faiths and endeavour to support this within our College community

However, parents and children should be aware that the College holds regular community worship or assemblies, some of which will take place in a local church.

### **English as an Additional Language**

Our College will make provision for pupils who have English as an additional language, (EAL) in the assessment procedure. We do not regard pupils as having a 'learning difficulty' solely because the 'language or medium of communication of the home is different from the language in which he is or will be taught' (Education Act 1996, Section 312(1), (2) and (3)). However, pupils for whom English is an additional language (EAL) will be provided with

appropriate support provided they meet our College admission criteria. Any additional support will be charged separately to our basic fee. They will be assessed for the support that may be needed for them to access the curriculum along with all other aspects of life at Slindon College. (Refer to SEN policy for additional information).

### **Overseas candidates**

We welcome overseas pupils, provided that they have a relative or responsible adult such as a guardian, living in the UK with whom they can stay for some weekends, more details of which are contained in the College's Terms and Conditions. However, parents of overseas pupils should appreciate that we do not run short-term study programmes and we expect overseas pupils to finish a complete course of study such as Years 7-11, Years 9-11, or Years 12 -13.

### **Additional Needs**

When a child who has an Education, Health or Care Plan (EHCP) joins our College, we will always consult with parents, guardians, carers and, where appropriate, the Local Authority to ensure that the required curriculum and specified needs can be provided for by the College.

We will also co-operate with the Local Authority to ensure that relevant reviews, including the annual review, are carried out as required by regulation and best practice. The College will make reasonable adjustments to meet the needs of children with an EHCP. Any additional services that are needed to meet the requirements of the EHCP or additional services such as dyslexic tuition will be subject to charge. This will be either directly to the parent, guardians, carers, or the Local Authority if they are responsible for the fees and our College is named in Part 4 of the relevant section of the EHCP. Our College has a policy and procedures for children with Special Educational Needs and Disabilities (SEND) in line with the Special Educational Needs and Disability Code of Practice: 0 to 25 years (DfE and DoH: January 2015).

### **Emotional or behavioural problems**

We do not admit pupils whose behavioural needs cannot be supported and may impact on the education of others or where their ADHD needs are not well-controlled.

### **Equal Opportunities**

We encourage applications from boys with a diverse range of backgrounds. This enriches our community and is vital in preparing our pupils for today's

world. Bursaries are offered on a means tested basis in order to make it possible for as many as possible who meet the admission criteria to attend the College. Our provision for bursaries is set out in the Bursary and Scholarship Policy. Slindon College is committed to equal opportunities for all, regardless of a child's disability, gender reassignment, race, religion or belief, sexual orientation, or social background. As we are a single sex College we do not offer places to girls. Prospective pupils who identify as transgender, will be admitted where it is reasonably practical to do so, when we can ensure the safety and comfort of all pupils (including the child concerned) and minimise any perception of social exclusion. We apply the term transgender to anyone who is undergoing, has undergone or is proposing to undergo a process (or part of a process) of reassigning their sex by changing physiological or other attributes or someone who identifies themselves as having a gender different from their sex.

### **Contractual terms and conditions**

Parent Contract Terms and Conditions will be made available to parents as part of the admissions process.

### **Deletions from the admissions register**

We are obliged to inform the local authority when a pupil is going to be deleted from the admission register on certain grounds. In summary, these are: when the child has been taken out of College to be home educated; when the family has apparently moved away; when the child has been certified as medically unfit to attend; when the child is in custody for more than four months; when the child has been permanently excluded. In addition to this, we must notify the local authority, within 5 days, when we add or remove a boy's name from the admissions register at non-standard transitions, i.e. where a compulsory school-aged child leaves the College before completing the College's final year or joins a school after the beginning of the College's first year. Should a pupil have 20 College days unauthorised absence or a non-return within 10 College days after authorised leave of 10 College days or more, then the College and local authority will jointly make reasonable enquiries as to the pupil's whereabouts.

### **Complaints about admissions**

The College hopes that we do not have any complaints about our admissions process; but copies of the College's Complaints Procedure are available on our website and can be sent out on request.