

Admissions Policy

Teenage Kicks



Approved by: Colin Phillips **Date:** August 2023

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1. Aims

This policy aims to:

- › Explain how to apply for a place at the school and next steps
- › Set out the school's arrangements for allocating places to the pupils who apply

2. How to apply

Applications for a place at Teenage Kicks are done by the school that the child is on roll at with agreement from parents and carers. Schools can request a referral pack from the school at any time by emailing:

Jackie.may@teenagekicks.uk

These forms must be completed in as much detail as possible so a clear picture of the pupil's additional needs is provided.

Supplementary information requested must be provided as soon as possible regarding a child's needs and may include current attainment levels, attendance information, risk assessments, individual behaviour plans and professional reports.

Once all this information is received and reviewed by the senior leadership team, arrangements will be made to meet with the pupil in school and at their home where further initial information can be collated.

The Local Authority can consult for a place by sending EHCP consultation documents.

3. Allocation of places

3.1 Admission number

The school has a limited number of places for pupils, numbers fluctuate depending on group sizes and numbers of pupils in the center on that day. The maximum number of students attending the school daily is 25. The center will work closely with pupil to come up with a timetable, wherever possible, that meets the needs of the school and pupil.

3.2 Challenging behaviour

We will not refuse to admit a child on behavioural grounds to our school unless behaviours are deemed too high risk and it is felt they would present significant risk to other in the center or such a case that we have good reason to believe that the child may display challenging behaviour that may adversely affect the school

we can offer. In any case, a detailed risk assessment will need to be provided by the school outlining behaviours, triggers and support strategies, before an official agreement to take the pupil is confirmed.

4. In-year admissions

Schools can apply for a place for a pupil at any time during the school year. If there are no spaces available at the time of the application, the pupil's name will be added to the waiting list. When a space becomes available, it will be offered to the next pupil on the waiting list.

5. Monitoring arrangements

This policy will be reviewed and approved by the senior leadership team every year.

Whenever changes to admission arrangements are proposed (except where the change is an increase to the agreed admission number), schools will be informed and an updated policy made available on the school website.