



Admissions Policy 2022/2023

This policy is reviewed annually to ensure compliance with current guidance.

Written by:	Tom England	Date: 17/05/2019
Last reviewed on by:	20/06/2022 – Tom England	
Next review due by:	20/06/2023	
Approved by:	Governing Body	
Version:	3	

Alternative provision academy referral arrangements

Amber Valley and Erewash Support Centre referral arrangements for 2022 – 2023.

Introductory Statement

AVESC is an alternative provision academy.

The aim of AVESC is to re-engage its students into education and progression to employment, training or further education. Admission will be through the referral process outlined in this policy. Referrals may be made at any time throughout the year.

Number of places available

AVEC will provide education for 135 aged 7 to 16. These places will be a mix of full time and part time places. Actual numbers are determined by site staff capacity.

Students supported by the academy

AVESC will specialise in providing places for:

- Those who have been permanently excluded or who are at risk of permanent exclusion from mainstream education.

Referral Arrangements

To acquire a place at the academy, children must be referred by an educational establishment or local authority commissioners. They will use the Pupil information Form (PIF) or if a mainstream school the local cluster form.

Admissions are taken into consideration based upon whether the pupil's behaviour enables them to be safely inducted into the school and does not pose a risk to staff and other pupils. In addition, whether the pupil can be supported safely with the current staffing levels and resources available will also be evaluated.

On occasion, AVESC may not be suitable for a particular pupil. Where this is the case, the referrer will be notified. This may be because of a conflict or an altercation that has previously occurred with a pupil already in the academy (or within the community) or that we are unable to meet the young person's needs. This will be discussed immediately after the referral form is received.

As an Alternative Provision, we do not specifically accept admission of children and young people with an Education, Health and Care Plan (EHCP). The exception to this is where a child or young person has been diagnosed and gained an Education, Health and Care plan while currently accessing education within the academy and we can continue to meet their needs. Within these circumstances, it is possible for the child or young person to remain with the academy if the following is correct:

- the needs of the child are best met in the academy
- an additional transition would detrimentally affect the child
- the child is already making good or better progress and parental preference is to maintain the education in place with additions as mandated in the plan.

AVESC is not a proxy for SEND provision. Our ethos is also in line with the advice from the new AP Admission template from the DfE, which states:

'Alternative provision should not be used as a proxy for SEN provision nor as a solution for children who are not attaining high standards at other schools. They exist to re-engage children with education. They should normally aim to work towards reintegrating pupils back into mainstream provision.'

However, AVESC will discuss each and every child on an individual basis and take all issues into consideration.

Commissioning Process and registration arrangements

The point of contact for commissioners are representatives from DCC, these are referred to in the service level agreement.

Commissioning arrangements are set out in the service level agreement.

Where students are on roll of another school and attend for a short period of time (i.e. mostly fixed period or a school educating a child off site) the student will be dual registered at their current school and this academy.

Where students are not on the roll of another school (i.e. where they have been permanently excluded) they will be registered at this academy.

The aim of the academy is to reintegrate pupils back into mainstream education and we work in partnership with the LA and local mainstream school to facilitate this through the authorities fair access process.

Induction

Once a pupil is referred to us via the LA commissioner or mainstream school AVESC will make contact with the parent or career of that pupil and either:

- invite them in for a meeting to discuss the placement, expectations, support required, show round, introduce to staff and to get to know the pupil.
Or
- if they are referred to APT from the start then a Keyworker will attend the house and discuss the new placement with the pupil and parent.

Various documentation will be completed at the point of induction. After the induction, pupils will then either:

- attend the site on a phased induction over 3 weeks
Or
- an APT keyworker will attend their house to start working with the pupil and start taking them to different alternate provisions to build a bespoke timetable for that pupil

Criteria to be applied in respect of other pupils when oversubscribed

Where there are more applications for places than are available, a waiting list will be held and operated by the academy. When a place does become available, and to ensure that vulnerable young people are offered a school place as soon as possible, places will be prioritised to pupils based on the following criteria:

1. Looked after Children;
2. Previously Looked after Children
3. Children who are homeless;
4. Vulnerable children, i.e. where child protection procedures are on-going;
5. Children who have been out of education for two months or more (where more than one child meets this criterion the period of time beyond two months will be used to prioritise any application);
6. Children from the criminal justice system or Pupil Referral Units who need to be reintegrated into mainstream education;
7. Children with unsupportive family backgrounds for whom a place has not been sought;
8. Children with special educational needs, disabilities or medical conditions (but without an Education, Health & Care Plan); Alternative provision should not be used as a proxy for SEN provision*
9. Children who are young carers;
10. Children of Gypsies, Roma, Travellers, refugees and asylum seekers;
11. Length of time out of education.

Appeals

Commissioners have the right to appeal against the refusal of a place at the academy should they apply and be denied. Commissioners wishing to appeal must contact the academy to establish the correct procedure, as per the academy's Complaints Policy.

Monitoring Arrangements

This policy will be reviewed and approved by the governing board every year.

Whenever changes to admission arrangements are proposed (except where the change is an increase to the agreed admission number), the governing board will publicly consult on these changes.

The number of pupils on roll and reason for unsuccessful referrals/appeals will be reported to the governing body each term with advice on any implications, plus feedback from commissioners and parents.

*https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/512994/Alternative_Provision_Free_School_Referral-Template.docx