

Admissions Policy

KTS Academy



Approved by:	Governors	Date: 11/01/2023
Policy Author:	Sarah Gunn	
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Review Frequency:	Annually	

Introduction

The purpose of this policy is to ensure that the KTS Academy fulfils its statutory obligations with regards to pupil admissions. KTS Academy is special school whose requirements for the admission of pupils to the Academy are set out in Annexe B of the Funding Agreement 25th May 2012 v5.

KTS Academy is a special academy which caters for pupils aged 3 to 19. Places at KTS Academy are commissioned by Redcar and Cleveland Local Authority and currently provides 170 places (2023-2024).

Admission to KTS Academy is by way of an Education Health and Care plan.

The LA responsible for making the EHC Plan retains responsibility for securing the special educational provision specified in the EHC Plan and for deciding whether to name KTS Academy as the pupil's school, based on the individual needs of the child and any representations made by parents or young person over compulsory school age and aged under 19.

If a child's parent or a young person makes a request for an academy to be named in their EHC Plan, the Local Authority (LA) must comply with that preference unless it would be unsuitable for the age, ability, aptitude or special educational needs and disabilities (SEND) of the child or young person or the attendance of the child or young person at the named academy would be incompatible with the efficient education of others, or the efficient use of resources.

The LA is required to consult with the academy and consider its comments very carefully before naming it in an EHC Plan.

Once the academy is named in an EHC Plan, the academy is under a legal duty to admit the child or young person.

The Local Authority is required to consult with KTS Academy prior to naming it in a child's Plan. Once KTS Academy is named the academy is under a legal duty to admit the child. Students from other Local Authorities can be admitted above the Redcar and Cleveland commissioned places, via separate commissioning arrangements. KTS Academy have further places directly commissioned by other authorities within maximum numbers.

The academy has 15 days to respond to any consultation regarding the proposed placement of a child at the Academy. If a child or young person moves into the area and has previously had specialist provision, then the LA will consult with the Academy. The admissions officer in the academy must consider each placement and whether the academy can meet the provision described within the Plan and that there is sufficient funding to meet their needs as described within the plan. Where there are concerns about whether the academy can fully meet needs, the admissions officer should meet the child in their current school setting before making a decision.

Admissions coordinator

The named admissions coordinator is Sarah Gunn, Headteacher.

Admissions Criteria

KTS Academy ensures that special educational provision is made at the academy for one or more categories of SEND. These categories may include, but are not limited to:

- Profound and multiple learning difficulties
- Severe communication difficulties
- Severe learning difficulties
- Moderate learning difficulties
- Autism

The Academy may not refuse to admit a child whose EHC plan names the academy on the sole basis that some, or all, of the child's SEND do not feature in these categories. Generally, children are admitted to KTS Academy because they have SEND in Cognition and Learning plus one or more of the following areas.

- Communication and interaction
- Sensory and/or physical needs

Pupils will be admitted to KTS Academy where their learning difficulty presents the main barrier to learning, there is significant multi-professional evidence to that effect and the academy can meet the requirements as set out in the EHC Plan (as applicable). Where the child has other associated conditions or difficulties which are auxiliary to their difficulties in any one or more of the above areas then their admission shall be considered to be reasonable. Where those other conditions or difficulties which are not associated with the above areas represent the main barrier to learning then admission is not reasonable.

Admission is always to KTS Academy as a whole, not to an individual classroom or provision. Allocation to specific provision is decided on an individual basis by senior academy staff. Teaching and learning strategies for pupils will be decided by the academy, in consultation with parents and other professionals. The academy will not agree to admission where admitting the child would be incompatible with the provision of efficient education for other children and no reasonable steps can be made to secure compatibility. This will apply in individual circumstances, following an assessment by the academy of potential impact of admission, and it will apply where the agreed and preferred maximum number of students in any one class is exceeded. Those maximum numbers will change depending on the needs of the current population. Maximum Numbers as of September 2023, the maximum admission number of KTS Academy is 170. KTS Academy will not accept an EHC Plan where it would be unsuitable for the age, ability, aptitude or special educational needs (SEN) of the child or young person or the attendance of the child or young person KTS Academy would be incompatible with the efficient education of others (i.e. the children and young people with whom the child or young person with an EHC plan will directly come into contact on a regular day-to-day basis) or the efficient use of resources. Efficient education means providing for each child or young person a suitable, appropriate education in terms of their age, ability, aptitude and any special educational needs they may have.

Pupils without an EHC Plan Only in exceptional circumstances will KTS Academy admit pupils who do not have an EHC Plan which names the academy. These circumstances are as follows:

- To be assessed for an EHC Plan with their agreement (in the case of a young person) or the agreement of their parent (in the case of a child), the LA, the Trust and anyone providing advice for the assessment.
- An emergency placement following a change in circumstances with their agreement (in the case of a young person) or the agreement of their parent (in the case of a child), the LA and the Academy.
- Where the Academy is directed to admit a child or young person by the Secretary of State, the First Tier Tribunal (Special Educational Needs and Disability) or the Upper Tribunal Administrative Appeals Chamber.

Admissions process Prior to a placement being confirmed:

- Parents/carers are encouraged to make an informal visit to the academy. It is intended to provide the parents/carers with the necessary information required to make an informed choice regarding their child's placement.
- Parents/carers may visit the academy with or without their child, are given a tour of the academy and receive an information pack. They may be accompanied by a key professional or a friend.
- Parents/carers may wish to indicate to their child's current school staff their views of KTS Academy as a suitable placement. The Local Authority also needs to be informed, usually through the Annual Review process.
- Pupil papers are sent to the education department from the child's current placement for consultation by KTS Academy.
- After consideration of the papers in consultation with appropriate staff KTS Academy agree the place is appropriate and confirm place to the Local Authority or notify the Local Authority that they feel unable to meet the pupil's needs with clear reasons for this action or say yes "in principle" but state that a place is currently unavailable at that time.

Once the KTS has been named

Once KTS Academy is named in an EHC Plan, the academy must admit the child or young person. An admission date will be given and a transition process, appropriate to the needs of the child or young person (as applicable), will commence. In-year admission transition arrangements are made with the family or carers as appropriate. Transition may include representation on behalf of KTS Academy at the child or young person's annual review meeting, visits to their current school and visits to KTS Academy.

Maximum Numbers

The maximum number of pupils that the academy may admit is determined in their Supplemental Funding Agreement. This number cannot be increased without agreement from the Secretary of

State. The Trust will consider the maximum numbers for each academy each year and may request increases as appropriate. Numbers for the academic year 2023-2024 is 170 fulltime places.

This policy should be read in conjunction with the following policies and procedures as appropriate.

The Academy Supplemental Funding Agreement

SEND Policy

Relevant Legislation

- SEND Code of Practice January 2015
- Equality Act 2010
- DfE Academy Admission Guidance

<https://www.gov.uk/guidance/academyadmissions>

- Data Protection Act 2018

This policy will be regularly reviewed and amendments can only be made following the approval of the Governing Body

This policy should be read by all staff involved in admissions and transition arrangements. Instances of non-compliance with this policy will be reviewed by the Senior Leadership Team and may be reported to the Headteacher.