



ADMISSIONS POLICY

(Legally required ~ to be reviewed annually)

Policy Review

This policy will be reviewed in full by the Governing Body on an annual basis.

The policy was last reviewed and agreed by the Governing Body on 7th November 2018.

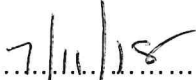
It is due for review on *insert date* (up to 12 months from the above date).

Signature 

Date 

Head Teacher

Signature 

Date 

Chair of Governors

Admissions Arrangements for Our School

The Mary Elliot School is a Walsall Local Authority 11-19 maintained special school designated for pupils with severe learning difficulties, autistic spectrum disorder and profound multiple learning difficulties . All pupils have a statement of special educational needs or an Education, Help & Care Plan (EHCP). All statements will be converted to EHCP by 2017.

All admissions to Mary Elliot School are managed by the Local Authority SEND team. Following statutory assessment of need, an initial statement/EHCP is made and a school will be identified as being suitable to meet the objectives that have been identified. In statements, this is Part 4 of the document. Prior to finalising the placement, parents/carers will have the opportunity to visit schools so that they can make an informed decision. Prior to finalising the placement, the school will be asked to agree it. If the school declines, this can be appealed.

Most of our students transfer from our two Walsall primary schools and transition events, plus activities take place during Yr. 5/Yr. 6.

In addition, we feel it is important that any child who may be about to enter Mary Elliot School should visit beforehand. In this way, we hope to involve the child as much as possible at all stages and to familiarise them with their new surroundings in order to reduce any feelings of anxiety.

In certain circumstances it is possible for a child who is to attend Mary Elliot full time, to begin with a programme of gradual transition for a limited/agreed period.

The school has 110 PAN places for students' and currently has 126 students on roll. However, this is subject to review by the LEA and may rise from September 2017.