

## Admissions Policy 2021 – 2023 (Non-statutory)

1. Key Contacts
2. Purpose
3. Legislation and Guidance
4. Definitions
5. Roles and Responsibilities
6. Background Information
7. Referral Types
8. Associated Policies
9. Change record

<b>1: Key Contact list</b>			
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<b>2: Purpose</b>	<p><b>iCollege aims to:</b></p> <ul style="list-style-type: none"> <li>• Have robust, clear processes in place for admissions</li> <li>• Clearly set out those processes for all Key Stages and groups of learners</li> </ul>
<b>3: Legislation and Guidance</b>	<ul style="list-style-type: none"> <li>• West Berkshire Fair Access Protocol December 2020</li> <li>• <a href="https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/322222/school-admissions-code-2014.pdf">School Admissions Code 2014 (publishing.service.gov.uk)</a></li> </ul>
<b>4: Abbreviations</b>	<ul style="list-style-type: none"> <li>• High Needs Block - HNB</li> <li>• Education, Health and Care Plan - EHCP</li> <li>• Not in Education Employment or Training - NEET</li> <li>• Pupil Placement Panel - PPP</li> <li>• Social Emotional Mental Health – SEMH</li> <li>• Management Committee – MC</li> <li>• Key Stage - KS</li> </ul>
<b>5: Roles and Responsibilities</b>	<ul style="list-style-type: none"> <li>• MC also has overall responsibility for monitoring the implementation of this guidance.</li> <li>• The Headteacher is responsible for ensuring the operational application of this guidance.</li> </ul>

<p><b>6: Background information</b></p>	<p><b>iCollege is a Pupil Referral Unit that operates as multi-functional Alternative Educational Provision</b></p> <ul style="list-style-type: none"> <li>• iCollege has its own DfES number and pupil count return to which pupils without a current and/or appropriate school place may be enrolled</li> <li>• iCollege enables a range of educational options to be offered so that all learners on its roll can access an appropriate package of support, tailored to need and the personalised learning requirements of individual learners</li> <li>• iCollege is funded with baseline funding from the High Needs Block and top up funding from referring schools or the HNB</li> <li>• Decisions relating to admission into iCollege are always made with the learning, social or emotional needs of the young person as the paramount concern</li> </ul>
<p><b>7: Groups of Learners</b></p>	<p><b>The iCollege register reflects the following groups of learners:</b></p> <ul style="list-style-type: none"> <li>• Learners not enrolled at a mainstream school due to permanent exclusion</li> <li>• Post 16 learners who would otherwise be Not in Education or Employment</li> <li>• Learners who require complex packages for learning or Social, Emotional, Mental Health support and may have an Education Health Care Plan</li> <li>• Learners identified, through robust professional assessment and scrutiny (West Berkshire Pupil Placement Panel), as being at immediate risk of permanent exclusion</li> <li>• Decisions are pupil-centred, solution-focused and prioritise appropriate pathways for all referrals</li> <li>• iCollege is designated as a mixed gender Pupil Referral Unit</li> <li>• The overarching aim of iCollege is to offer young people inclusive and stimulating educational and social opportunities that may have been previously inaccessible or denied to them, and therefore iCollege does not discriminate against any young person on the grounds of their previous behaviour record. However, when the iCollege has irrefutable professional evidence that the admission of a particular learner (into any iCollege settings) would significantly jeopardise their own educational success and well-being or the educational success and well-being of others, iCollege can defer or ultimately decline admission.</li> </ul>
<p><b>7: Referral Types</b></p>	<ul style="list-style-type: none"> <li>• Following a Permanent Exclusion: Single roll at iCollege until PPP decision to remain at iCollege or enrolment at another primary or secondary mainstream or special school. KS 1 – 4. Inspiration (KS1 &amp; 2) and Integration (KS3 &amp; 4)</li> <li>• Request for short term / in-reach ('revolving-door'): dual roll, fixed term placements leading to a return to the referring mainstream, long term iCollege or special school. KS 1 – 4. Inspiration (KS1 &amp; 2) and Integration (KS3 &amp; 4)</li> <li>• Long term / permanent places: single roll placements agreed via PPP or learners with EHCPs for SEMH needs via the SEND Panel. KS1 – 4. Inspiration (KS1 &amp; 2), The Pod (KS1 &amp; 2), The Pod+ (KS3), Intervention (KS3) and Independence (KS4)</li> <li>• KS 5 permanent places: Post 16 application process or SEND Panel.</li> </ul>

	Independence
<b>8: Associated Polices</b>	<ul style="list-style-type: none"> <li>• iCollege Attendance Policy 20 - 22</li> <li>• iCollege Safeguarding Policy 20 -21</li> <li>• iCollege H &amp; S Policy 20 - 22</li> </ul>

<b>9: Change Record</b>				
<b>Version Number</b>	<b>Date Discussed /Reviewed/ Approved</b>	<b>Management Committee Reference</b>	<b>Description of Amendments</b>	<b>Review Date</b>
1	Discussion	Admissions Meeting 22.01.21 / JD, JF, DK, MS	New policy	January 21
2	Reviewed	MC 02.02.21???		January 23

#### **Keeping Children Safe in Education September 2020**

*“The iCollege and its Management Committee take seriously the duty and responsibility to have arrangements about safeguarding and promote the health and welfare of children. This includes protecting children from maltreatment; preventing impairment of children’s health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.”*