

EASTWOOD GRANGE SCHOOL

ADMISSIONS PROCEDURE



Eastwood Grange Vision Statement:
"Supporting young people to thrive by giving them the skills to navigate challenges and understand their emotional needs, fostering independence and fulfilment beyond education."

Overview

Eastwood Grange School is an independent, special day school for up to 50 boys and girls aged 5-18 years. The students exhibit a variety of severe and complex educational, social, emotional and mental health difficulties, which have impeded personal developmental and educational success. Many have a number of diagnoses. Our students have breakdowns in a number of educational settings and been failed by the level of support for their needs prior to their time at Eastwood Grange School. They arrive very disengaged with education and life after having experienced many crises and trauma.

Issue date: September 2019

Review date: January 2025

Next review date: January 2026

Update: S Bacon

Admissions Procedure

- a) Children are referred by either Social Services or Education Departments. The referral should be made by letter accompanying all recent and relevant reports, i.e. social history report, psychologist report, recent reviews, Statement of Special Educational Needs/EHCP.
- b) The reports will then be assessed by the Referrals and Transition Manager and relevant Managers, if needed. RTM may contact any relevant therapists in order to discuss referral and any assessments that may be required.
- c) Where possible, a visit is made by Eastwood Grange School's RTM to the young person's current educational placement for observations and discussion with appropriate professionals. There follows a report of this visit, helping to build a picture of the likely suitability for the young person to attend the school.
- d) If everyone agrees that the referral is appropriate, then there should be a visit arranged for the child to Eastwood Grange, where an admission meeting will take place. One of the main purposes of this meeting will be to ascertain the child's view on their proposed placement at Eastwood Grange.
- e) A decision will be made by Eastwood Grange, as to whether a place will be offered, based on the following criteria:

- a. Whether it can meet needs based on the young person's EHCP – NB after a Therapeutic Review of needs that the school can meet, it will decline EHCP for children who have the following diagnoses:
 - i. Low Functioning ASD
 - ii. Conduct Disorder
 - iii. Reactive Attachment Disorder

(Where there is a diagnosis of these needs the school has historically found that the children require 2:1 input and enhanced therapeutic support, at an extra cost to the Local Authorities, whereby other specialist schools may be able to take young people with these needs at a lesser cost).

- b. If a place is available within the specific class. Numbers are kept to six children per class on a first come first served basis. This helps to reassure both parents and Local Authorities that their funds are being well spent with access to a teacher at all times.
- f) When the place is offered, an email will be sent to the Placing Authority, offering a place at Eastwood Grange provisionally and subject to assessments, requesting the following information, where relevant:
- g)
 - Safeguarding information
 - LAC paperwork
 - Any relevant background information
 - Any significant reports
 - Personal Education Plan
 - A Record of Allergies
 - Statement of Special Educational Needs/EHCP
 - Admissions Details Form
 - Medical Consent Form
 - Restrictive Physical Intervention Agreement
 - Data Consent Form
 - Image Consent Form
 - Activity Consent Form

- h) If the LA are to agree the placement provisionally, the RTM will begin the assessment process, including therapy assessments and safeguarding information requests.
- i) Once assessments have been carried out and RTM has agreed placement, an email will be sent out to the LA to confirm placement and an annual fee will be sent for approval. When placement and fee is agreed, an appropriate introduction and admission plan will be made for the child, including a week transition into an appropriately identified group, based on numbers, dynamics, and likelihood of a smooth integration into the life of the school.
 - a. It should be noted that if 1:1 support or 2:1 support is required, Eastwood Grange School will only start advertising for that support once placement has been confirmed.
 - i. From the placement of the advert through to getting the successful member of staff on board, can take around 8 to 12 weeks. The school is aware of the difficulties that this can cause and will approach the Local Authority to pay the cost of a Teaching Assistant from an SEN Agency, who will most likely be able to start immediately. This will be at a cost of £144/day to the Local Authority.
 - ii. Current standard fees are £87,104, with a fee of £19,760 pounds per 1:1 support required per individual. Therapy costs are included in the standard fee, however, if it is felt that enhanced therapy is required the school will include this in the fee.
- j) As part of the admission process a Restrictive Physical Intervention Agreement form will be completed as applicable by the placing authority, Eastwood Grange staff and the young person to whom it relates. This Restrictive Physical Intervention Agreement will then be updated if there are any changes in circumstances. If there are no changes the Restrictive Physical Intervention Agreement will be updated as part of the LAC Review or Review of Statement of Special Education Needs/EHCP for a non-LAC child.