

Last Review	September 2021
Next Review	September 2022
Frequency	Annually
Chair of Governors	Lesley Boughton

Admissions Policy

Milton School

Milton School

Milton School is designated as a school for pupils with moderate learning difficulties and ASD. The school currently has agreed 145 planned places and will admit a pupil where the school is named on the pupils' Education Health and Care Plan (EHCP). The age range of the pupils is currently 4 – 16 years, with places in each year group available as follows: **Please note the number of places below is the allocated number of pupils in a year group not what the school currently has available.**

Pupil Date of Birth	Age Ranges	Year Group	Key Stage	Places
September 2016-August 2017	4-5	Reception	Foundation Stage	8
September 2015-August 2016	5-6	Year 1	KS1	12
September 2014-August 2015	6-7	Year 2	KS1	12
September 2013-August 2014	7-8	Year 3	KS2	12
September 2012-August 2013	8-9	Year 4	KS2	12
September 2011-August 2012	9-10	Year 5	KS2	12
September 2010-August 2011	10-11	Year 6	KS2	12
September 2009-August 2010	11-12	Year 7	KS3	13
September 2008-August 2009	12-13	Year 8	KS3	13
September 2007-August 2008	13-14	Year 9	KS3	13
September 2006-August 2007	14-15	Year 10	KS4	13
September 2005-August 2006	15-16	Year 11	KS4	13

Dates correct for year 21/22



Prior to naming the school in the EHCP, the Local Authority will have fully consulted with the school in line with its statutory obligations. The school will provide the Local Authority with the school profile, outlining the needs for pupils they are best positioned to meet and details about the organisation of the school and curriculum offered.

Milton School aims to move to increasingly flexible arrangements where pupils can move between different provisions, as their needs or circumstances change or where provision can be enhanced to meet need in a mainstream setting. Milton School seeks to promote co-operative and innovative partnerships with mainstream schools and support may be offered via joint ventures and flexible placements that meet the needs of the individual.

Admission Procedures

Places will usually be taken up at the start of the year, though by agreement with the Head of School, places can be accessed at any time of the year. Admissions are generally only agreed if an EHCP has been completed and the needs of the child have been clearly defined in line with school's designation.

In exceptional circumstances, and in line with the Special Education Needs Code of Practice (2015), the school may consider assessment placements in order to support a Statutory Assessment.

Consideration will always need to be given to the numbers in – and profile of each year group.

Referral

Parents/Carers who wish to consider a place at the school for their child should contact their Local Authority SEND Assessment Team for guidance on relevant procedures.

All EHC plans should incorporate clear and accurate description of needs together with identified costs and appropriate funding to meet those needs. However, when this does not occur the school will negotiate, with the commissioning Local Authority, the appropriate level of top up funding for the placement to be viable and sustainable. A formal review of the EHCP will be requested if needed.

Admission eligibility criteria

- The school is suitable for the child's age, ability, aptitude, disability and assessed special educational needs
 - The child has an EHCP of moderate needs and/or ASD.
 - Parents and/or the child have expressed a preference for the school or in cases of dispute, the local authority has agreed with the school to name it in the EHCP
 - The child's placement in the school is not incompatible with the efficient education of others, or the efficient use of resources
 - The placement is funded in line with the assessed needs of the child's educational, behavioural (including any additional supervisory requirements), medical and care needs and is relative to the cost to the school for delivering a support package which enables at least good provision to be in place
 - The appropriateness of the resource required for children with extremely challenging behaviour has been considered alongside the needs of the existing year group and within the overall context for the school

Criteria/priorities when places are limited

- The placement allows for efficient use of school resources
- Severity of need for a placement in a moderate needs and ASD setting
- An EHCP is in place which fully assesses the child and quantifies required provision

Procedure

- Parents, SEND assessment teams or Educational Psychologists from Local Authorities, Heads/Teachers from other schools, or Alternative Provision/Resource Heads may contact the school directly to arrange a visit; however, it is Local Authorities who assess needs and commission places at the school, therefore
- Parents wishing their child to be considered for a place are advised to contact their Local Authority SEND service;
- The commissioning Local Authority will consult with Milton School regarding each pupil they consider potentially suitable to request a place for;
- Milton School will consider the suitability of the school's provision in addressing the needs of the child and also give consideration to the needs of existing pupils/students on roll;

- The Local Authority and Milton School will come to a decision about placement and any reasonable steps necessary to ensure the admissions criteria can be met.

Appeals

The SEND Code of Practice entitles parents to appeal to the SEN and Disability Tribunal if their home LA refuses to name their school of choice in the EHCP or the named school refuses to offer a place.

Milton School as part of ICAT, will always ensure that parents and the commissioning Local Authority are kept informed when the school is considering refusing an admission. The school will be clear with both parents/carers and the Local Authority about the reasons underpinning a potential refusal which, by law, must relate directly to the suitability of the placement for the age, ability, aptitude or SEN of the child or young person, or to concerns that the placement would be incompatible with the efficient education of others, or the efficient use of resources.

Where a parent is unhappy that the school is considering refusing admission, the school, Trust and Local Authority will consider any reasonable steps that could be taken to address identified concerns before a final decision is made. Parents must be informed that if they wish to appeal, the grounds for an appeal must be set out in writing.

Funding

Local Authorities commission and fund places for pupils at the school based upon identified needs established through a Multi-Agency Statutory Assessment that are costed and recorded in an EHCP.

The Education Funding Agency provides some core funding for an agreed number of planned places, but it is commissioning Local Authorities that are responsible for ensuring that funding is appropriately matched to needs identified in EHCPs.