



ADMISSIONS POLICY

Written By	Date	Submitted to	Approved by	Renewal date
Role: Headteacher Mrs L Dawney	February 2016	Standards Committee on March 2018	Chair of Committee Mr Harold Russell	Spring B 2019
Signed: 			Signed: 	

Our Mission:

Green Park aims to provide access to high quality education and learning experiences, both in school and the community and seeks to maximize each pupil's achievement part of his or her lifelong learning. It is the school's aim to be a centre Educational Excellence in the heart of the community.

1 Introduction

1.1 Our governing body applies the regulations on admissions fairly and equally to all those who wish attend this school. The School Standards and Framework Act 1998 introduced a new framework school admissions as of September 2000. This was later revised in the Education Act of 2002. Our Admissions policy conforms to the regulations that are set out in that Act and are further explained in the statutory School Admissions Code of Practice and the Statutory Appeals Code of Practice. These were revised in January 2003 and came into force in September 2004.

2 Aims

- 1.2 We seek to be an inclusive school, welcoming children from all backgrounds and abilities. All pupils admitted to Green Park School will have a statement of Special Educational Needs. In an emergency and under exceptional circumstances pupils may be admitted whilst a statement is being prepared.
- 1.3 All applications will be treated on merit, and in a sensitive manner.



- 1.4 The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below to determine whether a child is to be accepted or not. It is our wish for parents to find a place for their child at the school of their choice. However, this is not always possible, due to excess demand on the places available.

3 How parents can apply for their child to be admitted to our school

- 3.1 Our school is a community special school, and it determines the admission arrangements in agreement with the LA (Local Authority). The Admissions Authority for our school is therefore the LA. Prior to naming the school in the Statement, the Local Authority will have consulted with the school in line with their statutory obligations.
- 3.2 The LA's during the process of drawing up a statement of Special Educational Need for a child may recommend as part of this assessment a place for pupils in a school for children with either Severe, Complex or Profound Learning Difficulties. If a child is statemented for this provision then Green Park will be considered as a possible choice of school. On contacting the school the Headteacher will agree to an appointment to tour the school and send an annual prospectus to inform parents about the school. Parents have a right to express their preference to the LA, but this does not, in itself, guarantee a place at that particular school. Informal feedback to the Headteacher is always welcome after the tour of school. Formal application for a place should be made to the SEN Education Officer in the Wolverhampton Council Community Team directly to the school. Parents will be notified of the decision as soon as their application has been considered.

3.3 Admission/Eligibility Criteria

Each application is considered on an individual basis. In each case our application process evaluates the needs of the individual child and determines whether the school would be suitable to meet their needs with particular reference to the following factors:

- The school is suitable to the child's age, ability, aptitude and Special Educational Needs.
- The child has a Statement of Special Educational Needs indicating severe and profound learning difficulties as the primary need.
- The child's placement is not incompatible with the efficient education of the other children with whom they will be educated.
- The placement is an efficient use of resources.
- Parents have expressed a preference for the school (or in cases of dispute the LA intends to name the School on the Statement).



3.4 Children entering Green Park School usually commence at the start of the academic year. This may be the year in which they become three. Parents who would like their child to be admitted at the start of the school year should ensure that they return the necessary paperwork to process an admission by the end of June.

4 Admission appeals

4.1 If we do not offer a child a place at this school, this will be because to do so would prejudice the education of other children by allowing the number of children in the school to increase too much. In line with the requirements of the Special Educational Needs and Disability Act 2001 the school will ✓ make reasonable adjustments to avoid putting pupils with a disability at any disadvantage. Every effort will be made to ensure that pupils with a disability are treated equally and given the same opportunities and experiences as other pupils.

4.2 If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. (Further details of appeal arrangements are set out in the revised Code of Practice on School Admissions Appeals, which came into force in September 2004.)

5 The standard number

5.1 The 'standard number' is the number of children the LA considers the school can accommodate. The standard number for our school is 116 pupils. We keep this number under review, and the governors will apply to change the number if circumstances change.

6 Sizes of classes

6.1 We teach children from the ages of 3-19 in class groups that vary, depending on needs between 6-10 pupils.

