

## The Brookfield School

### Admissions Policy

1 The Brookfield School is a special school for children with a primary need of social, emotional and mental health (SEMH) difficulties who have an Education, health and Care Plan (EHCP). Additionally, children may have moderate learning difficulties and a variety of health conditions.

2 The school provides places for children aged 7 – 16. Girls and boys are catered for in key stages 1 and 2; at key stages 3 and 4, provision is for boys only.

3 The directors have agreed that there should be a maximum of 9 pupils per class. There are 5 classes in the secondary school and an additional key stage 4 (14 – 16) Arrow Group, off site. There are 3 classes in the primary school.

4 We provide places for 84 pupils including at the Arrow Group.

5 Additionally, The Brookfield School has an intervention class for a maximum of 12 pupils without EHC plans who are at risk of exclusion from their current setting. There is a separate admission procedure for this group.

6 We do not accept children without an EHCP except in the intervention class.

7 The LA placing the child will fund the pupil using the appropriate Herefordshire top-up tariff according to the needs described in the EHC Plan. Non-Herefordshire pupils will be funded using the Herefordshire tariffs and the LA will re-coup this from the host LA in accordance with agreements with neighbouring authorities.

8 Parents/carers, a young person or another LA can express a preference for a place at The Brookfield School. Herefordshire Local Authority **must** consult with the school and must subsequently name The Brookfield School in the EHC Plan unless:

- a) it would be unsuitable for the age, ability, aptitude or SEN of the child or young person, or;
- b) the attendance of the child or young person there would be incompatible with the efficient education of others, or the efficient use of resources, or:
- c) there are no places available at the school such that it can be demonstrated that the admission of the additional pupil would not be reasonable or safe if tested by an SEN Tribunal.

(Efficient education means providing for each child or young person a suitable, appropriate education in terms of their age, ability, aptitude and any special educational needs they may have. Where a local authority is considering the appropriateness of The Brookfield School, 'others' is intended to mean the children and young people with whom the child or young person with an EHC plan will directly come into contact on a regular day - to - day basis).

9 In the process of consultation described in paragraph 8, the local authority **must** provide The Brookfield School with a copy of the child's draft plan and other relevant information, consult our governing body and consider the school response carefully before deciding whether to name The

Brookfield School in the child's EHC plan. This applies to children and young people with existing or new EHC Plans.

10 The Brookfield School **must** respond to a consultation request made by the local authority in writing within 15 days of the date of the consultation letter.

11 The placement of pupils in key stage 4 may be into the school or The Arrow Centre depending upon the school's decision as to which provision is more suitable. The LA will name The Brookfield School on the EHC Plan in either case.

12 In the event of a difference of opinion regarding the appropriateness of a placement, the Head Teacher will consult with the Chair of Directors, who may make representations to the LA if they feel it is appropriate.

13 Where Parents/carers are unhappy with a decision to place or not place their child at The Brookfield School, they have the right of appeal. This is set out in the SEND Code of Practice, 2014.

**Approved by LGB on 6<sup>th</sup> March 2018**

**Review date: March 2019**