

**Welburn Hall**  
**School**



**ADMISSIONS POLICY**

**Review Period: Annually**  
**Next Review Due: February 2023**

**Governors Approval:**

A handwritten signature in black ink, appearing to be 'A. R. ...', is written over a light grey rectangular background.

**Date: 16<sup>th</sup>**

**February 2022**

## Procedure:

- Parents can make visits at any time before (or after) choosing Welburn Hall School, preferably beforehand. These prior visits do not in any way have a bearing on any subsequent decisions to place the child at the school, but in our opinion are invaluable for parents and children to support their decision-making
- If requested, key staff from Welburn Hall will attend an Annual Review at the child's existing school
- An EHCP consult is received by Welburn Hall from the placing authority (usually NYCC)
- The Headteacher responds within 14 days as to whether the school can meet the needs of the child, or not
- If need can be met, an appropriate transition plan and start date will be agreed
- An induction programme, suitable to the individual child is created in partnership with parents and the predecessor school (as per our 'Entry and Exit' system)

Throughout the admissions process, from the first visit to the child starting with us, all staff communicate with parents to ensure as smooth and personalised a transition as possible.

All pupils at Welburn Hall School have an EHCP. Placement at Welburn Hall School should always arise from the SEND statutory process - either through a new assessment or Annual review. Welburn Hall School is a maintained, residential school for pupils aged 8-19 with a wide range of 'generic' special educational needs and disabilities.

## 1. Welburn Hall School and NYCC Admissions Criteria - November 2020

### Entry criteria:

A young person is eligible for placement if they meet the following criteria and the type of place is parent/carer preference:

Day	Residential
<ul style="list-style-type: none"> <li>The child / young person has an Education Health and Care Plan that recommends / states specialist provision</li> </ul>	<ul style="list-style-type: none"> <li>The child / young person has an Education Health and Care Plan that recommends / states specialist provision</li> <li>A joint LA* / Social care recommendation as the child/YP requires an explicit individual programme, delivered and reinforced daily, for the development of education, personal, independent and social skills</li> <li><i>*A comprehensive cognitive and emotional well-being assessment by an Educational Psychologist which has identified the need for specialist residential provision</i></li> <li>The child / young person <b>will / may be either in or on</b> the edge of care and through social care assessment needs are identified which demonstrates a need for residential provision.</li> <li>The child/YP would benefit from extended independent and social opportunities to be able to meet Preparation for Adulthood outcomes</li> </ul>