



Admissions Policy

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General Statement

Brunel College is an alternative provision school for pupils aged 11-16 who would benefit from a placement away from their mainstream setting. The aim of the school is to promote inclusion, raise standards of behaviour and achievement by proactive early intervention. This will support schools in reducing fixed term and permanent exclusions.

Pupils are likely, but not exclusively, to have experienced school attendance issues, social, emotional or behavioural difficulties. Pupils who will benefit from a placement at Brunel College are likely to fall into the following categories:

- Pupils who have had, or are at risk of having a fixed term or permanent exclusion
- Pupils who are disaffected with mainstream education to such an extent that continuation of a full-time placement in their setting is no longer a positive option
- Pupils who have social and emotional issues which are impacting on their education. This may manifest itself through negative and challenging behaviours or withdrawal from education and school life
- Pupils who have been bullied, or have bullied others
- Pupils who have had patterns of poor school attendance and cannot re-establish consistent attendance at their mainstream setting
- Pupils who are disadvantaged and vulnerable due to a range of social circumstances (e.g. families experiencing risks such as poverty, substance misuse, mental health issues)
- Pupils with an Education and Health Care Plan whose difficulties may be as a result of autism, dyslexia, dyscalculia

Brunel College also offers:

- Emotional & Behavioural Outreach Support for Secondary Pupils
- Education Welfare & Attendance Support
- Parental/Carer Advice

Purpose

The purpose of this document is to set out the school's admission policy and to demonstrate that pupil admissions will be fair, open and transparent. The admissions policy will:

- Offer Brunel College member schools and academies early intervention placements to meet the needs of disaffected and vulnerable pupils and those who are at risk of permanent exclusion, or who have been permanently excluded
- Enable Brunel College to provide a structured, stable environment which will ensure that we are able to meet the individual needs of each pupil
- Provide a rapid response to schools and academies within 48 hours of emergency referral
- Support the aims of Brunel College which is to re-engage pupils with learning and return them to a mainstream education
- Offer the Local Authority an agreed number of places for students with Education Health Care Plans or other specific needs.

For the purposes of this document the Wessex Partnership Trust comprises both contributing members and non-contributing members. Those members that do contribute to Brunel College base funding are eligible for a reduced fee structure and preferential

consideration in cases of over subscription. Both contributing and non-contributing members are eligible to act as trustees.

Admission Arrangements

The primary aim of Brunel College is to provide early intervention for schools and pupils and help re-engage pupils with their learning in a mainstream setting. Due to this, it is expected that a high proportion of placements at Brunel College will be short term, dual registered which will be subject to regular review. Full time or longer-term placements will be available where it is clear that an early return to mainstream school would not be appropriate.

The Wessex Partnership Trust will only admit pupils to Brunel College in line with this admissions policy and following referral from an academy, a maintained school or by Wiltshire Local Authority.

Brunel College will be run in accordance with all equalities law. It will consider the admissions of pupils aged between 11 and 16 years who have been referred to the admissions panel through one of the referral routes set out below:

- Referred by an Academy which, under general powers in the Articles of the Academy Trust may send pupils off-site to an alternative provision Academy as part of early intervention measures to address behaviour
- Named pupils on application from the local authority, in accordance with a School Attendance Order¹ after consultation with the Secretary of State.
- Referred by a maintained school or Academy when they have a duty under Section 100 of the Education and Inspections Act 2006².
- Referred by the local authority where they have a duty under section 19 of the Education act 1996³.
- Referred by a maintained school under powers set out in section 29(A) of the Education Act 2002⁴.

Brunel College does not accept applications from parents/carers or self-referrals from potential pupils.

Student Admission Numbers

Brunel College has a published pupil admission number of 25 full-time equivalent (FTE) places.

As the school will operate with a high number of short-term and part-time placements the admission numbers should allow for considerable flexibility in meeting referring school or agency's needs.

Pupils will not be admitted above the published admission number unless there are exceptional circumstances or where some students are on a shorter timetable.

Admission Procedures

The referral procedure for a student to be admitted onto the roll at Brunel College is as follows:

1. For students already dual registered with Brunel College, application for enrolment may be requested by Brunel College Member Schools.
2. Brunel College Admissions Panel comprised of the Headteacher, SENCO and DSL, will discuss applications for students. Students accepted for enrolment will transfer to Brunel College roll within ten working days of the panel subject to all relevant documentation being completed. If a student has an EHCP, the student may be on roll at a member, non-member school or at Brunel College; the details of the agreement will be decided in consultation with the LA on a case-by-case basis and approved by Brunel College Admissions Panel.
3. If an urgent move of roll is requested, such as for a student who is not already on roll with another school, application should be made to the Headteacher of Brunel College. The Admissions Panel will consider each application and if necessary, an emergency admissions panel meeting will be held. The panel may choose to admit a student from such application without meeting. The decision of the panel will be communicated within ten days of the application being made.

Oversubscription Criteria and Appeals

Brunel College aims to be flexible in its approach to placement requests and will at all times strive to manage staffing to ensure the appropriate number of places can be offered. In the case of oversubscription, after the admission of pupils with Education Health Care Plans where Brunel College is named on the EHCP, the following prioritised criteria will be applied

- I. Looked After Children who are in public care and previously Looked After Children
- II. Following that, pupils will be offered a place at Brunel College according to individual need and whether these can be best met by a placement at the school. Additional information from referring school or agencies will be requested to make an informed judgement as follows:–
 1. Evidence from any professionals or supporting agencies stating that placement at the Brunel College would meet the pupils needs
 2. Details of strategies and support implemented in school and the current level of provision in place for the pupil
 3. Number and duration of fixed term and permanent exclusions in the preceding year. Those pupils with the highest number of exclusions will take precedence
- III. Placements will be offered initially to pupils where the referring school can evidence that another professional or external agency has recommended or supported a referral.
- IV. In the event of all other factors being equal, priority will be given to students from contributing member schools.
- V. Referring school or agencies have the right of appeal against the refusal of a place at the Brunel College. Referrers wishing to appeal must follow the procedure contained within the complaints policy.

Fees

Placement fees are invoiced three times per year, each charging period covering two shorter terms. All students incur fees whilst on roll at Brunel College. Fees for dual registration and single registration are detailed on the individual Service Level Agreements.

Pupil registration and information sharing

Brunel College will make sure that all pupils are registered accordingly in line with section 434 of the Education Act 1996. All part-time pupils or those attending on early intervention or on a fixed term exclusion will remain on the register at the referring school and with Brunel College (dual registration).