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Admissions Policy 2016-2017

**Spring Lane School Mission Statement**

@ Spring Lane School

We support young people to:

Grow, aspire and achieve

We do this through a system of shared values and beliefs where we:-

* Provide a nurturing environment where young people feel safe, respected and valued.
* Place young people and their families and carers at the centre of their learning journeys.
* Provide a broad range of opportunities, allowing pupils to progress academically, socially and emotionally.
* Allow young people to meet challenges and develop emotional resilience.
* Enable young people to take responsibility for their choices through an open, fair and consistent approach, which all share.
* Advise and guide young people, supporting their transition to young adulthood.
* Recognise everyone as individuals, celebrating difference and diversity.
* Promote a positive self-image amongst our pupils, developing self-confidence and independence.
* Provide positive role-models, demonstrating respect, tolerance, empathy and high standards of professional practice and behaviour.
* Support and valuing each other, respecting each other’s contributions as important members of the team.
* Promote robust safeguarding policies and procedures and work

with other agencies to ensure the welfare and well-being of all.

**Admissions Policy.**

Spring Lane School has a number of settings to which pupils can be admitted.

* Spring Lane School@Radcliffe can admit KS3/4 pupils from referring Bury schools requesting a short-term dually registered placement with a return to mainstream school full- time.
* Spring Lane School@Milltown House admits pupils for Alternative Provision in KS4 as a transfer from a Bury School from Yr10 to Yr11 or during Yr11 where appropriate. MTH can also admit Yr10 pupils on a dually-registered basis. Dually –registered pupils may return to mainstream school or be transferred to Yr11 full-time Alternative Provision
* Spring Lane School@Park House admits KS4 pupils on either a dually-registered basis or as a Yr10/11 transfer. Pupils attend Park House on a full-time basis.

Pupils can be admitted to Spring Lane School settings via a number of other routes.

* Pupils are referred via Bury In Year Fair Access Panel for consideration of a placement. Spring Lane School is represented on the IYFAP panel.
* Looked after pupils from mainstream schools may be referred by the CYPIC team in liaison with the school. Looked after pupils who are currently out of the Local Authority (COLA) may also be referred via IYFAP.
* Pupils subject to a statement of Special Education Need/ Education and Healthcare Plan may be referred via the SEND team in liaison with their mainstream school or their education providers if out of authority.

All pupils referred for admission are considered by the Pupil Placement Panel of Spring Lane School.

* Placement Panel is composed of the Senior Leadership Team of Spring Lane School and is chaired by the Assistant Headteacher for Reintegration and Inclusion. Representation may be invited from referring agencies.
* The panel meets fortnightly to collectively discuss referrals and decisions are made, recorded, and relayed to the referring school/agency.
* Decisions are made on the basis of supporting evidence form referring schools/agencies via agreed processes supported by appropriate documentation and according to agreed criteria.

Reviewed by T. Gledhill Headteacher

Date Reviewed September 2016

Ratified by the Board of Governors

Signed: Mr N. Parnell Chair of Governors

Date: 13th October 2016