

# THE ALTERNATIVE SCHOOL GROUP LTD

## Admissions Policy



<b>Author:</b>	<b>HB</b>
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## **Admissions Policy**

We have an 'open door' admissions policy, will not discriminate on any grounds, previous history or special need that a young person may have.

If you would like your child to attend TAS, please contact our main office on 01282 851800 to make an appointment to meet one of our headteachers at Blackpool, Burnley or Barnoldswick. You can also contact us via email on [referrals@thealternativeschool.co.uk](mailto:referrals@thealternativeschool.co.uk) or [info@thealternativeschool.co.uk](mailto:info@thealternativeschool.co.uk) or [enquiries@thealternativeschool.co.uk](mailto:enquiries@thealternativeschool.co.uk)

Our headteacher will invite you in for a meeting and a look round, together with the child to discuss a placement with you.

### **Our Capacity:**

The Alternative School is authorised to provide education for up to 175 pupils. Individual campus numbers are listed below:

<b>School</b>	<b>Maximum Number of Pupils</b>
Burnley	65
Blackpool	56
Barnoldswick	54

If you apply at a time when your chosen campus is at capacity, we will try to accommodate you at another campus until a space becomes available.

In the event that the whole school receives more applications than the number of places it has available, places will be given to those children who meet any of the criteria set out below, in order until all places are filled.

1. Highest priority will be given to looked after children, and all previously looked after children who apply for a place at the school.
2. Priority will next be given to children on the basis of special educational needs. The school defines social and medical need as the pupil having a special educational need that is a barrier to their learning. The school does not require an EHCP assessment to be completed, and can help support with this process, from initial assessments and specialist assessments to completing a finished application.

### **For local authority / agency referrals**

Please contact the headteacher at the relevant school in order to discuss a placement by calling 01282 851800, or email [referrals@thealternativeschool.co.uk](mailto:referrals@thealternativeschool.co.uk). Alternatively, you may call The Executive Headteacher, Kirsty-Anne Pugh who will be able to guide and assist you with choosing the right campus for that child. Contact – 07717 525 306.

## **For parents**

In most cases, we work directly with the local authority or school in order to secure funding for your placement and we will work with both you and the local authority to help organise this. Self-referrals and self-funded places are also available for both short and long-term placement and you can discuss these options with your headteacher in the meeting. We can assist with reduced rates and funded places in some cases for self referrals.

Following this, we will invite your child for a taster session to see if they like us. All young people are welcome and we believe strongly in TAS being a fresh start for all.

## **Information for parents and carers**

Once your child has been offered a place at TAS, we will invite you along for a compulsory induction session where we will tell you more about TAS and how we aim to work closely with you in order to raise your child's achievements and expectations over the coming months. At this induction session we will make available all of the TAS policies, our previous last three year's results, the latest Ofsted and ISI report and details of all of our staff team and volunteers. This will be an opportunity for you to be directly involved in your child's education, to be a part of personalising their experience and to ask as many questions as you wish.

At this stage we will also ask you to sign our home-school agreement which sets out the responsibilities of TAS, pupils and parents/carers in regard to education, attendance, safety and expected behaviour.

Following this induction and at any time while your child is attending TAS, please feel free to contact the team at TAS at any time to discuss your child's progress and/or any concerns or issues you may have. We hold six parent/carer events throughout the year, but can hold more on request and we will always be there to offer support and advice as required. Please see our contact details at the end of this document.

## **TAS Induction**

At TAS we aim to have a positive relationship with parents/carers and to support pupils to achieve their best possible academic and personal progress via a personalised and individual education plan (IEP).

All new pupils are placed on an induction programme when they first start with TAS, which allows pupils to settle in and also complete our 10 point initial assessment programme which includes assessments on: Reading, Spelling, Writing, Maths, Dyslexia Screening, Boxall, Ace Scores, Learning Styles, SEN along with informal assessments. From here, and using historical data from past primary and secondary schools, we formulate an individual education plan (IEP) specific to the individual, and set targets which will help that individual to progress in their education.

To this end all TAS pupils are placed on our Additional/Special Educational Needs and Disability Register in order that their needs, abilities and suitable support and provision

are clearly identified.

### **Information Release (consent form as part of your induction session)**

We will always ask your permission before discussing your child with another agency or disclosing any information about you and/or your child. (We will ask you to sign an information release form)

### **Photo Consent Form (consent form as part of your induction session)**

Photographic evidence is taken during many of the activities undertaken at TAS including in class and outdoor activities and visits. We would appreciate your permission for TAS to use photos of your child during the involvement of these activities that they are taking part in.

### **Pupil Identification**

During the initial registration period, we also need to verify the identity of all our pupils. This involves having accurate information about their legal name and date of birth as shown on their birth certificate.

### **Contact Details:**

St James Alternative School:

Tel: 01282 851800 (option 1)  
Healey Wood Road  
Burnley  
BB11 2LP

Barnoldswick Alternative School:

Tel: 01282 851800 (option 2)  
The Old Library  
Fern Lea Avenue  
Barnoldswick  
BB18 5DW

Blackpool & Fylde Alternative School:

Tel: 01282 851800 (option 3)  
85 - 87 Abingdon Street  
Blackpool  
FY1 1PP

TAS Finance Office:

Tel: 07760 723 706