

ADMISSIONS POLICY

Document Classification

PUBLIC 

1. Introduction

1.1

As an independent special school, 3 Dimensions School works in partnership with Local Authorities through the consultation process to consider placements for children and young people with Education, Health and Care Plans (EHCPs).

1.2

The school provides day education across two sites for pupils presenting with a range of complex needs, including:

- Autism Spectrum Disorder (ASD)
- Communication and interaction difficulties
- Learning disabilities
- Social, emotional and behavioural needs
- Vulnerability within the community

1.3

3 Dimensions School works in partnership with Local Authorities to support children and young people with Education, Health and Care Plans (EHCPs). All placements are considered through the Local Authority consultation process. The school complies with:

- The Children and Families Act 2014
- The SEND Code of Practice (0–25 years)
- The Education (Independent School Standards) Regulations

1.4

Where a school is named in Section I of an EHCP, the Local Authority must secure placement, and the school has a duty to admit where it is able to meet the needs of the young person and a place is available.

1.5

The school is committed to ensuring that all placements:

- Are appropriate to the individual's identified needs
- Align with the provision outlined in Section F of the EHCP
- Support positive long-term outcomes for the young person

1.6

The school must be satisfied that it can meet the educational, social, emotional and safeguarding needs of each young person without adversely impacting the provision or safety of the existing cohort.

1.7

Pupils typically attend from Somerset and surrounding local authorities. Consideration is given to travel arrangements in relation to age, need and individual circumstances.

1.8

Further information is available via the school website (www.3dimensions.org.uk), including key policies such as Safeguarding, Behaviour and Complaints.

2. Admissions Criteria

2.1

All pupils admitted to 3 Dimensions School must have an Education, Health and Care Plan (EHCP), or be in the process of statutory assessment.

2.2

The school supports pupils who present with complex and often multiple needs. This may include:

- Autism Spectrum Condition (ASC)
- Communication and interaction needs
- Social, emotional and mental health needs
- Trauma-related presentations
- Behaviour that may challenge

2.3

The school will consider each referral individually, taking into account:

- The needs outlined in Section F of the EHCP
- The young person's presenting profile and level of need
- Safeguarding and risk factors
- The current cohort and group dynamics
- Available staffing, resources and expertise

2.4

A placement will be offered only where the school is confident that it can:

- Meet the identified needs effectively
 - Maintain the safety and wellbeing of all pupils and staff
 - Provide a suitable learning environment for both the individual and the wider cohort
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3. Admissions Process

3.1 Referral and Consultation

Referrals are made by the Local Authority through the consultation process. All referrals are reviewed by senior leaders.

3.2 Information Gathering

The school will request and review comprehensive information to inform decision-making. This may include:

- EHCP and supporting reports
- Educational history and current provision
- Behaviour and incident history
- Safeguarding information and involvement of external agencies
- Risk assessments, including any history of self-harm, aggression or exploitation
- Medical and mental health needs

3.3 Decision Making

Decisions regarding placement are made by the Head of School (or delegated senior leaders), in liaison with the Local Authority, and will take into account:

- Suitability of placement
- Capacity within the school
- Impact on the existing cohort
- Risk and safeguarding considerations

3.4 Funding and Placement Agreement

For a placement to proceed:

- The school must be named in Section I of the EHCP (or in the process of being named)
- Funding must be agreed with the Local Authority

3.5 Parental Engagement

Parents/carers will be provided with relevant admission documentation and information about the school. This must be completed prior to the start of any transition.

3.6 Transition Arrangements

All placements include an individualised transition period. This enables:

- Relationship building and positive engagement
- Assessment of needs in the school environment
- Development of an appropriate provision plan

Transition arrangements are flexible and informed by the young person's needs, involving staff, parents/carers and, where appropriate, the clinical team.

3.7 Admission Timing

Admissions can take place at any point during the academic year, where:

- A place is available
 - The school is able to meet need
 - The placement is deemed appropriate
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