



# Referral and Admission Arrangements

Next Review: September 2021

## Acronyms and education terms

- 1) In order to ensure all readers fully understand this policy, acronyms and phrases with particular meaning in an education context are as follows:

BCP	Bournemouth, Christchurch & Poole
BCP LA	Bournemouth, Christchurch & Poole LA
SEN	Special Educational Needs
SEND	Special Educational Needs or Disabilities

## Overview

- 2) The Quay School is an Alternative Provision (AP) academy (formerly a Pupil Referral Unit) that provides education for a range of children and young people including those that are:
- Permanently excluded from a mainstream school.
  - 'At risk' of permanent exclusion from a mainstream school.
  - 'Hard to place' in a mainstream school.
  - Medically unable to attend a mainstream school.
- 3) The school currently has:
- 60 pupil places that are commissioned by Bournemouth Poole & Christchurch local authority (BCP LA), which are funded on a *place plus* basis that are used for Permanently Excluded BCP children and 'Hard to Place' children.
  - 57 pupil places that are funded directly by the ESFA (Education Standards Funding Agency) for the education of children with medical conditions, including those in NHS hospitals.

## Referrals

- 4) There are different routes for the referral of students depending on their needs:
- Students that are permanently excluded from a mainstream school or are 'hard to place' in a mainstream school, are referred by BCP LA;
  - Students for whom early intervention support is required can be referred to the Aweigh School (outdoor provision) by the respective mainstream school;
  - Students medically unable to attend a mainstream school are either referred by BCP LA or are 'automatically' referred by being admitted into an NHS hospital;
  - All other students, including those from other local authorities and those with SEN are referred by the organisation that commissions the place.

## Admissions

- 5) Upon referral, admission to the school is considered using the following criteria:
- Availability of places in the relevant provision, including the number of commissioned place available;
  - The ability of the school to meet the needs of the student and keep them safe;

- c) The ability of the school to meet any SEND requirements;
  - d) Parental views.
- 6) All placements are maintained on the basis of a continued referral:
- a) In the case of permanent exclusion, this is usually until the student either reaches the end of compulsory education, is re-admitted to a mainstream school or moves out of area;
  - b) In the case of medical referrals, the referral may end if the student ceases to be treated by the NHS service that referred them (this would be a decision for BCP LA);
  - c) In the case of hospital admissions, the referral ends when the student is discharged;
  - d) In all cases, the placement ends if the commissioner ceases to fund the placement.