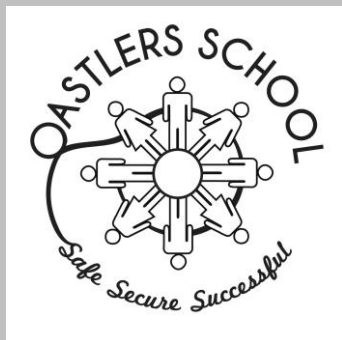


Admissions Policy



Oastlers Policy

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| Approved by Governing Body On | September 2024 |
| To be Reviewed On | September 2026 |

1. Introduction

Oastlers School is a specialist academy within Exceed Academies Trust providing support for children and young people aged 11–19 with social, emotional and mental health (SEMH) needs. The school operates across two sites, in Bradford and Keighley.

The school provides a structured, therapeutic and trauma-informed environment designed to support pupils' emotional wellbeing, learning, and personal development. As a Trauma Informed School (UK), Oastlers is committed to ensuring that pupils feel safe, valued and supported, and that barriers to learning arising from trauma or adversity are understood and addressed.

This policy sets out the arrangements for admitting pupils with Education, Health and Care Plans (EHCPs) to the school.

2. Legal Framework

This policy complies with:

- Children and Families Act 2014
- SEND Code of Practice 2015
- Equality Act 2010
- School Admissions Code (where applicable to specialist settings)
- Relevant local authority commissioning arrangements

Under section 43 of the Children and Families Act 2014, where Oastlers School is named in Section I of an EHCP, the school must admit the child or young person.

3. Planned Places and Commissioning

- Oastlers School has a planned capacity of 144 places across its two sites.
- 144 places are commissioned by Bradford Local Authority.
- Other local authorities may commission placements subject to capacity and agreement.

4. Admissions Criteria

Oastlers School admits pupils who meet the following criteria:

1. The pupil has an Education, Health and Care Plan.
2. The primary need identified in the EHCP is Social, Emotional and Mental Health (SEMH), as defined in the SEND Code of Practice.
3. The school is assessed by the commissioning local authority as capable of meeting the pupil's needs.
4. Placement is compatible with:
 - the efficient education for others, and
 - the efficient use of resourcesas set out in section 39(4) of the Children and Families Act 2014.

Oastlers School is not designed to meet needs requiring highly specialist medical, profound learning disability, or complex physical provision outside its expertise or resourced capacity.

5. Placement Consultation Process

The placement process is led by the local authority, not the school.

1. The local authority consults Oastlers School under section 39 CFA 2014.
2. The school reviews the consultation documents, including the EHCP and supporting reports.
3. The school provides a written response to the local authority within 15 days, stating whether:
 - the school can meet needs
 - placement is compatible with efficient education of others
 - a place is available
4. The local authority decides whether to name Oastlers School in Section I of the EHCP.
5. If named, the school must admit the pupil.

Parents/carers/young people have a right of appeal to the SEND Tribunal if they disagree with the placement decision.

6. Challenging Inappropriate Naming of the School

Although the school must admit a pupil when named in Section I of an Education, Health and Care Plan, the school and Trust may raise concerns with the local authority where it believes the naming has not taken proper account of:

- the pupil's assessed needs and the suitability of the school
- the school's capacity and available commissioned places
- the statutory test of compatibility with the efficient education of others or the efficient use of resources (s.39(4) Children and Families Act 2014)

Where the school considers that the local authority has acted unreasonably, or that the placement would require additional resources or place the school in breach of its funding agreement, the Trust may refer the matter to the office of the Secretary of State / Department for Education (DfE) to seek a determination or direction under relevant funding agreement provisions.

This process does not affect the pupil's right to attend where the school is named in the EHCP, nor the parent/carer or young person's right to appeal to the SEND Tribunal.

7. In-Year Admissions

Pupils with EHCPs may be admitted at any point during the year where:

- a place is available
- the local authority names the school in the EHCP

The school does not operate an in-year admissions route for pupils without an EHCP.

8. Pre-Admission and Transition

Once named in an EHCP:

- A pre-admission meeting is arranged with the pupil and parents/carers.
- A transition plan is agreed, tailored to the needs of the pupil.
- Relevant risk assessments, health information and safeguarding information are completed before admission.
- Oastlers School works with previous settings and professionals to ensure continuity of support.

9. Safeguarding

Safeguarding is central to admission and transition processes.

Oastlers School follows Keeping Children Safe in Education (KCSIE) 2025, ensuring that:

- safeguarding information is obtained before transition.
- any identified risks are appropriately managed.
- provision is planned to support pupil wellbeing and safety.

10. Placement Review

Pupil progress, wellbeing and placement suitability are reviewed through:

- Annual Reviews of the EHCP
- Ongoing assessment
- Multi-agency collaboration

If concerns arise that the placement may no longer meet need, the school will discuss this with parents/carers and the local authority. The local authority will be asked to amend the EHCP and seek an alternative and more suitable placement.

11. Equality and Non-Discrimination

Oastlers School is committed to the Equality Act 2010 and the Public Sector Equality Duty. Decisions about admission are based on:

- Individual assessed need
- statutory requirements
- evidence provided through consultation

The school does not discriminate on the basis of disability, gender, race, religion, sexual orientation, or any protected characteristic.

12. Transport

Transport is arranged and funded by the commissioning local authority under its Home to School Transport Policy.

The school works collaboratively with transport providers to support pupil safety and wellbeing during journeys.

13. Monitoring and Review

This policy will be reviewed annually or sooner if required by changes in legislation, local authority commissioning arrangements or statutory guidance.