

'Individual Growth, Individual People'

Head Teacher: Mr Matt Joyce



Admissions Policy

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London Road, Balderton, Newark, Notts NG24 3AL

Telephone: 01636 682255

Email: Reception @newarkorchard.notts.sch.uk

Website: www.newarkorchard.notts.sch.uk

ADMISSIONS POLICY

Facilities and Resources

1. Newark Orchard School is a generic special school for children with learning difficulties. It offers support to children with an Education, Health & Care Plan in small class groups, delivering the full range of the National Curriculum suitably differentiated to the individual needs of the child.
2. The school is registered with the Department for Education in the age range 3 to 18 years.
3. Whilst the school's registration with the DFE is for children with 'Severe and Moderate Learning Difficulties', the school offers support to children with a broad range of needs that can affect their learning and cause generalised difficulties.
4. Where a child's difficulties require additional specialist expertise, equipment or staffing levels not normally available in the school, those facilities and resources will be negotiated with external providers.
5. Children are normally taught in small groups. These levels of staffing are facilitated by *Higher Needs Funding provided by the Local Authority. This is moderated on an annual basis.*

Admission Process

1. Admissions to the school are determined by the Local Authority through a consultation process. With 'The Integrated Children's Disability Team'.
2. The number of children to be admitted to the school is normally determined by the Agreed Place Number that has been set in agreement with the Local Authority.
3. Prior to admission, all relevant papers will be passed to the school. The school will meet with the parents/carers, child and current school if applicable to determine the arrangements for the child's admission.
4. All placements are subject to annual review according to the requirements of the Education Act and the Code of Practice.
5. Children will normally be admitted in the Autumn Term. Children will also be admitted at other times according to need and as required by the Local Authority.
6. Whilst the school normally expects to admit children from the local area, it is a county resource and may be required to admit a child from any part of Nottinghamshire.

Commitments

1. The school is committed to providing the highest quality educational opportunities for its children. The school makes that commitment without reservation or qualification.
2. The school expects that any child who attends the school will be equally committed to taking advantage of those opportunities.
3. School expects that parents/carers will support the school by complying with the Home/School Agreement.

As a school we will:

- Provide a safe and happy environment where each pupil is valued and respected as an individual
- Provide an engaging curriculum which meets the needs of all pupils
- Support every pupil to help them reach their full potential
- Recognise and praise progress and achievement
- Regularly share with you the progress and achievements of your child
- Provide opportunities for your child to practise what they have learnt at home
- Support your child to be the best person they can be through a values-based approach
- Provide opportunities and support for all pupils to develop positive social relationships, self-esteem and a sense of responsibility.
- Support your child to develop a positive attitude to others regardless of their differences
- Provide information to you about our school via the website, email, text messaging service or letter
- Respect the confidentiality of information regarding each pupil

As a Parent/Carer I will:

- Make sure my child attends school regularly and arrives at school by 8.45am
- Notify the school early on the first day of the reason for their child's absence
- Support the school in its aims and values
- Support my child to adhere to the school's code of conduct and behaviour policies
- Support my child in the school work they are asked to do at home
- Tell the school about any circumstances which may affect my child
- Attend Annual Reviews and discussions about my child's progress
- Ensure my child is dressed appropriately for school
- Keep updated on school information

Signature(s)..... Date

As a pupil I will:

- Come to school regularly and on time
- Be dressed appropriately for school
- Respect each member of the school community
- Abide by the school's code of conduct
- Look after the school and its surroundings
- Try my best and work hard
- Talk to a trusted adult if I am worried or unhappy about something
- Accept responsibility for the things that I do

Signature(s)..... Date