

Admissions Arrangements

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Admissions Arrangements

Entry into Wave will be by the following methods:

1. Students permanently excluded or at significant risk of permanent exclusion, will have priority for places in the APA.
2. Students attending as part of an agreed/costed school support programme may be part of a managed move agreement negotiated by the School representative on the Pupil Performance Sub Group (PPSG).
3. All referrals must be made through the APA Principal initially and decisions will be made via the Behaviour for Learning Partnership.
4. In exceptional circumstances, students can be referred without referral to the Behaviour for Learning Partnership (eg a child in care moving into the area).
5. There will be an exit plan for all students to ensure reintegration into an appropriate provision.
6. A CAF must be in place.
7. If on a Child Protection Plan, the referring school's Lead Professional will continue in this role.
8. All admissions must comply with the relevant legislation.
9. Every new admission will undergo an induction/risk assessment prior to joining the main APA

The effect of point 1 is that overall admission numbers will be determined by how many students have been permanently excluded. The fewer the number of permanent exclusions, the greater the flexibility the Wave Multi-Academy has to put in place school support programmes from requests arising via the Behaviour for Learning Partnerships.

School Support Programmes (and other programmes) will depend on an open dialogue between the Partnership Schools and the Wave Multi-Academy to ensure "fairness" in allocation/duration of placements.

Each placement, as part of the Behaviour for Learning Partnership, will be guaranteed for an initial two terms, with the option to extend, if necessary. Before the end of the initial two terms, a review will take place to decide whether the placement needs to be extended, this would normally be as part of the CAF/TAC process.

When there are a large number of permanent exclusions and the relevant APA is at or approaching capacity, Wave Multi-Academy **reserves the right** to ask referring schools to take students on school support programme back into their schools.

Whilst attending Wave on a school support programme, the student will be dual registered with both the referring school and the APA unless mutually agreed otherwise.

Charging Process

We will invoice referring schools and agencies on a termly basis in accordance with the funding agreement, which must be in place prior to students being admitted to the Wave Multi-Academy.

Responsibilities and Commitments

Referring School

- The student will be dual registered with Wave, ie the referring school continues to be the main registered placement and retains responsibility for the student;
- The referring school will agree entry strategies for the student with Wave, based upon the entry criteria/admission;
- A school representative must attend any meetings regarding the student;
- The school will provide a key worker/named person who may already be involved with the child;
- Agree entry strategies – eg parental involvement;
- Provide a TA/teacher for a short time for professional development if relevant (ie strategy meetings prior to admission);
- Ensure that it's working practice is reviewed and the school is able to replicate some of the strategies when the student returns;
- Maintain good communication with Wave;
- Agree exit strategies and targets which are determined in partnership with the staff of Wave, based on the existing IEP and the benchmark profile, with a maximum of 3 measurable targets;
- Exit strategies will be developed within two to four terms;
- A school representative will attend the Behaviour for Learning Partnership meetings if they have a student on their role who is currently attending the Academy;
- If the student has a Statement of Special Educational Needs, the school retains responsibility for initiating and chairing the Annual Statement Review

The Parent/Carer

- Ensure that their child goes to school regularly, on time and correctly dressed;
- Notify the Academy of reasons for absence;
- The parent/carers will be aware of and supportive of achievable targets for their child, including working with relevant professionals;
- The parent/carers will attend regular review meetings about the progress of their child;
- The parent/carers will commit to maintaining good communication with the centre regarding changes in their child's behaviour, both positive and negative, and any significant events that may cause a change in the child's behaviour;
- Support the Academy's policies and guidelines for behaviour and uniform;
- Communicate with the Academy and its staff in a respectful way;
- Develop a positive working relationship with the Academy by contacting us directly to share concerns (email or telephone) rather than using social media;
- Only comment appropriately and constructively about the Academy on social media, without naming members of staff;
- Talk to my child about their life at school;
- Make the Academy aware of any concerns or problems that might affect my child's work or behaviour;
- Pay costs for any damage or losses to Academy property;
- Support and contribute to achievable targets for the child

Pupils with SEN

Before pupils with an ECH Plan are admitted to the APA, they must be subject to an interim review by the referring agency. The purpose of the review will be to determine the changing needs of the pupil, inform the ECHP and determine an exit strategy. The Local Authority must be informed of the change of provision, and it must be reflected in the ECHP.

Children in Care

For Children in Care, or pupils subject to multi agency involvement above the CAF level ie CP plan, these must take the form of a multi-agency meeting.

Exit Strategies

Wave will determine the exit strategy based on consultation with the student, parent/carer, Principal and appropriate staff in the receiving establishment. Students will be re-integrated after 2 terms, unless:

- The student has been placed at the Academy in Year 10 (when it is probable that the student will remain at the Academy until the end of their statutory education);
- It has been agreed at a review that the placement needs to be extended.
- The pupil has been referred for a medical need that is still being treated.

Ending Placements

Wave reserves the right to end the placement of any student for the following reasons:

- The student has failed to attend 20 consecutive sessions (unless for health reasons);
- The student's behaviour has been determined by the Principal and CEO to be contrary to the safe operation of the APA, or to the student's own safety;
- For students attending for health reasons, provision may be withdrawn if ongoing medical treatment ceases.

For serious one off events (i.e. Assault), Wave will serve notice to the referring body and the Local Authority in writing, 5 school days before ending any placement.

Any student deemed at risk of requiring formal notice to cease APA provision for reasons of non-attendance or persistent disruptive behaviour, will be raised and agreed with the referring agency or school 15 school days before the placement is ceased.

Referring bodies will be notified that this agreement is one of the terms and conditions of referring students to Wave for additional educational support.

As well as communicating by letter and telephone, in every case when a dual registered pupil is removed from an APA roll, an email must be sent from the APA to the appropriate person at the referring school, confirming the date of removal from roll, and the reason.

Wave reserves the right to permanently exclude pupils should agreement over the end of placement not be agreed with Wave and the referring authority or school. Permanent exclusion is

only to be used as a last resort and would normally be as a result of continued or extreme disruptive behaviour or violence.