



## **The Fermain Academy**

### **Admissions Policy**

**Date Accepted by Governing Body: Summer Term 2016**

**Date for Policy review: Summer 2017**

## The Fermain Academy - Policies

### **Introduction**

The Fermain Academy provides an alternative education for vulnerable young people living in East Cheshire. It is aimed at students aged 13-16 who would benefit from an alternative placement to reengage them with learning.

The purpose of this document is to set out our admission policy and to demonstrate that student admissions will be fair, open and transparent. The admissions policy will:

- Offer schools and academies early intervention placements to meet the needs of disaffected and vulnerable students and those who are at risk of permanent exclusion, or who have been permanently excluded
- Enable The Fermain Academy to provide a structured, stable environment which will ensure that we are able to meet the individual needs of each student
- Provide a rapid response to schools and academies within 48 hours of emergency referral
- Support the aims of The Fermain Academy which is to re-engage students with learning and return them to a mainstream education

The vision of The Fermain Academy is to re-engage the disengaged by raising their aspirations, realising their potential and recognising their achievements through an individualised whole-education approach facilitated in small working groups by trusted adult role models. It is aimed at 13-16 year olds who have been excluded or are at risk of exclusion and whose issues generally manifest themselves in behavioural problems. This vision will support schools in reducing fixed term and permanent exclusions in East Cheshire.

Students are likely, but not exclusively, to have experienced school attendance issues and social, emotional or behavioural difficulties. Students who will benefit from a placement at The Fermain Academy are likely to fall into the following categories:-

### **Criteria**

- Students who have come into contact with several support agencies
- Students who have had or having little success in the formal education system

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- Students who have had, or are at risk of having a fixed term or permanent exclusion
- Students who have social and emotional issues which are impacting on their education
- Students who have been bullied, or have bullied others
- Students who have had patterns of poor school attendance and cannot re-establish consistent attendance at their mainstream setting
- Students who are disadvantaged and vulnerable due to a range of social circumstances (e.g. families experiencing risks such as poverty, substance misuse, mental health issues)
- Students who require Day 6 provision

### **Cost to the Commissioner**

It is very important that when a student is referred to The Fermain Academy we are the right provision to ensure that they maximise their full potential.

The cost of a place at The Fermain Academy will take many factors into consideration and will depend on the student's needs such as SEND, Full or Part Time education, Long and Short term placements, and Day Six provision. As a guide, when a comprehensive evaluation has been completed the Principal will break down the cost per place for students without an EHCP are as follows:

Provision	KS3	KS4
Full Time Annual Place	£5,500	£5,500
Single Tem Place	£2,500 per term	£2,500 per term
Day Rate	£40.00 per day	£40.00 per day

### **SEN Placements**

There are no set additional costs for an student with an EHCP, however, all High Needs Top Up Funding and support identified in a statement/EHCP must follow the student. Our process for SEN referrals is as follows:

1. Referral forms fully completed and sent in to The Fermian Academy
2. Meeting arranged with SENCO's of both schools and Principal to discuss placement, students needs and High Needs Funding
3. Referring school informs Local Authority SEN team of the potential change in provision
4. Referring school arranges a meeting with the local SEN team, The Fermain Academy SENCO, the referring school SENCO and the parents/carers of the student.

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5. The student's needs are discussed at this meeting and if The Fermain Academy is deemed the most suitable provision, then it will be agreed that the High Needs top up funding will go to The Fermain Academy to help support the student. Any changes or notes to the EHCP are actioned.
6. Once all the paperwork is in place, The Fermain Academy will advise a suitable start date for the placement.

### **Pupil Premium**

We assume that referring schools use their Pupil Premium Funding to send students to our academy and as such the funding is used to provide personalised education for the students in that way. We do not receive any PPF directly.

### **Admission Arrangements**

The primary aim of The Fermain Academy is to reengage the disengaged and provide early intervention for schools and students to help them back into a mainstream setting. Due to this the majority of placements at The Fermain Academy will be short term. All students are dual registered which will be subject to regular review. Full time or longer term placements will be available where it is clear that an early return to mainstream school would not be appropriate.

Referrals to The Fermain Academy will be in line with this admissions policy and will come from an academy, a maintained school or by a Local Authority.

The Fermain Academy will be run in accordance with all equalities law. It will admit students aged between 13 and 16 years who have been referred to the schools.

The Fermain Academy does not accept applications from parents/carers or self-referrals from potential students.

### **Student Numbers**

The Fermain Academy has a maximum number of students of 40 full-time equivalent (FTE) places. Student numbers will increase over time from 2014 – 2017 as set out below.

	2015/16	2016/17	2017/18
<b>Student Numbers on Role (FTE)</b>	28 (8KS3, 24KS4)	34 (10KS3, 24KS4)	40 (12KS3, 28KS4)

As the school will operate with short-term and part-time placements the above student numbers will allow for considerable flexibility in meeting commissioner's needs.

In 2017/18 the maximum capacity will be 40 FTE students. Students will not be admitted above the published FTE capacity.

### **Admission Procedures**

The referral procedure is as follows:-

1. Applications for a placement must be made on The Fermain Academy Referral form. All referral forms need to be accompanied with the student's most recent Personal Education Plan or equivalent where applicable.
2. The Fermain Academy will discuss potential referrals both with commissioners, the student and the student's parents/carers.
3. Referrals may be made at any time throughout the year; however though the academy tries to swiftly work with all students, there could be a waiting period of up to six weeks before a student can start their education within the academy.

### **Placement Trial and Review**

The Fermain Academy recognises that not all students will necessarily thrive within the ethos and culture of the alternative provision offered and that for some people other forms of provision will be more suitable. For this reason there will be a full induction offered on the basis of a temporary placement so that the suitability of the placement can be assessed.

The initial trial will be carried over a six week period though the academy may decide to bring the review point forward if the provision can be seen as unsuitable within the trial period.

Potential reasons for a review of placement:

- Attendance dropping below 85%
- Persistent non engagement
- Consistent inappropriate behaviour

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- High level behaviour resulting in definitive risk of aggression, bullying or antisocial behaviour threatening the safety of people on site.

### **Over subscription**

All referred students will be offered a place providing there are enough places in the school and the placement is deemed suitable for every referrer that applies.

If the number of referrals exceeds the capacity it will be necessary to determine which pupils can be offered a place by applying the following oversubscription criteria in priority order. All schools are required to admit a child referred with a statement of special educational need, or a Single Education Health and Care Plan naming the school. All such students will be admitted before other students are offered a place.

For all other applications the following criteria will be applied to prioritise students for admission to The Fermain Academy:

- Students who have already been part of The Fermain Academy and may have struggled since reintegrating back into mainstream provision.
- Those students who are considered to have exceptional behaviour or social reasons as to why they should attend the school. Referrers will be required to submit evidence to support their application. Any such application must include evidence from a doctor or social worker (as appropriate) setting out evidence of the medical or social need and why the child must attend the school rather than another school'
- Geographical proximity to school, with those families living closest to the school having higher priority. Distance is measured in a straight line between the home postcode and the schools postcode.

### **Student registration and information sharing**

The numbers on roll at The Fermain Academy will fluctuate throughout the academic year. The Fermain Academy will make sure that all students are registered accordingly. All part-time students Day 6 students, those attending on early intervention or on a fixed term exclusion will remain on the register at the commissioning school and with The Fermain Academy (dual registration). All students must be registered with a main school and their placement at The Fermain Academy must be on a dual registration basis, with The Fermain Academy being the subsidiary registration.

### **Appeals**

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The Fermain Academy aims to be flexible in its approach to placement requests and will at all times strive to get their decision right. In cases where referring agencies would like to appeal they can complete a formal request to The Fermain Academy appeals panel. The panel will consist of three people:

1. Chair of The Fermain Academy board governors,
2. A Local Authority representative
3. Independent head teacher from East Cheshire

The referring agency will be able to put their case in person to the appeal panel whose decision is binding.

An appeal has to be made in writing and sent to The Fermain Academy principal one week after the original unsuccessful application. In this letter you need to set out the grounds on which it is made.

You must include a brief summary of your case. Additional information and evidence supporting your appeal should be received by the principal in your original letter.

Please note that any evidence or information submitted after this deadline might not be considered at the appeal hearing.

The panel will consider the circumstances of the case put before them. Both the school and the Commissioner must abide by the decision it makes.

### **Part Time Placements**

The Fermain Academy does offer part time places for students where there is a clear objective for their placement based on the number of days they are in attendance. For example, a student that is placed with the school for one day per week would be expected to achieve a qualification in a single subject, normally a vocational subject such as Hair and Beauty, Construction, or Cycle Mechanics.

Before the start of each Academic Year, we will identify which days are available for schools to commission places for Vocational Qualifications. For the 2016/2017 academic year, the school has put aside Monday's and Tuesday's of every week to provide part time placements for students wishing to gain a qualification. Due to high demand, schools will have to commission places for the academic year in advance.

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Full Year Place for one student studying a vocational subject one day a week: £1,560