

Horizons Alternative Provision Academy Admissions Policy

Introduction

Horizons Alternative Provision Academy provides specialist and alternative provision through Horizons Connect our SEMH unit. This is a special unit in Reading which provides 12 places for children of both sexes aged 5–11 with Education, Health and Care Plans (EHCPs) for SEMH needs.

Admission Arrangements

Admissions to this provision are managed through the statutory EHCP consultation process. Where a local authority has completed a statutory assessment and decided to issue an EHCP, it will issue a draft plan to parents or carers. Parents or carers may ask the local authority to name their preferred school in the EHCP; however, the final decision on the school to be named rests with the local authority responsible for maintaining the plan.

Horizons Alternative Provision Academy SEMH provision (Horizon Connect) must admit a child where it is named in the child's EHCP, including where the child's special educational need is not a type of SEN for which the provision is designated, in line with Section 43 of the Children and Families Act 2014.

Before the provision is named in an EHCP, the local authority must consult with Maiden Erlegh Trust. This means the local authority will send a copy of the proposed EHCP so that the provision can consider whether it is able to meet needs and contribute to the consultation process.

An admissions panel is held regularly during term time to consider new admissions and referrals. Relevant parties are notified of outcomes shortly afterwards.

Horizons Alternative Provision Academy does not accept parent-led referrals into the provision. Parent and carer enquiries are welcome, but formal referrals must come through the relevant local authority or commissioning school, as applicable.

Admission Eligibility Criteria

Each application for a place at our SEMH provision is considered on an individual basis and in accordance with Section 39 of the Children and Families Act 2014.

Children will normally be considered where:

- the child is aged 5–11;
- the child has an EHCP;
- SEMH is identified as the primary area of need; and
- The Maiden Erlegh Trust is satisfied, following consultation, that Horizon Connect (SEMH provision) is an appropriate placement having regard to the child's needs, the efficient education of others, and the efficient use of resources.

For this provision, placements are considered on the basis of the pupil's presenting needs, the purpose of the referral, the capacity of the provision, and whether the placement can be delivered safely and effectively.

Children will be suitable for consideration for places at Horizons Connect if they meet the following criteria:

- (i) The child or young person must have an Education, Health and Care Plan.
- (ii) Students working at slightly below or average cognitive ability.
- (iii) Students who have SEMH, as a primary need and Speech, Language and Communication Needs (SLCN) in the context of social communication difficulties. (Given the range of need across Autistic Spectrum Conditions (ASC) and SLCN, a judgment will need to be made as to whether we are a suitable placement).
- (iv) The sensory needs of the students are compatible with the current student cohort and the learning environment. We are not a suitable setting for students who display extreme sensory behaviours and who require low arousal environments.
- (iv) Though we will consider students experiencing past or current trauma, we are not an appropriate setting for those that require a therapeutic setting. This list is not exhaustive and is for guidance only.

Horizons Connect (SEMH Provision)

Our SEMH provision at Horizons Connect is the Trust's specialist provision for primary-aged pupils with EHCPs for SEMH needs located in Reading.

Where a child is being considered for the SEMH provision at Horizons Connect, the Trust expects the consulting local authority to provide sufficient information to enable a fully informed decision to be made. This will include professionals reports from a range of experts including Educational Psychologist (EP), Speech and Language Therapist (SaLT) & Occupational Therapist (OT).

Maiden Erlegh Trust may request additional information where documentation is incomplete or where further clarification is required.

Consultation and Referral Documents

Students will normally join Horizons Connect, the SEMH provision at Horizons Alternative Provision Academy, at the beginning of the academic year. There will be two additional in-year intakes in Spring term 1 and Summer term 1. Whilst students are normally admitted at set intake points, applications may also be considered at other times where necessary, to ensure compliance with the SEND Code of Practice (2015).

For the SEMH provision at Horizons Connect, the child's local authority is responsible for consulting with Maiden Erlegh Trust in respect of placements.

Given the complexity of need, it is essential that all relevant records accompany the consultation. We would normally expect to receive, where available:

- a copy of the EHCP or draft EHCP, including all the appendices listed in Section K;
- educational psychologist reports;
- school reports, including classroom observations;
- the most recent annual review paperwork;
- relevant medical reports; and

- reports from involved agencies, for example Speech and Language Therapy, Occupational Therapy, CAMHS, Social Care, Youth Offending Services, Clinical Psychologists or Psychiatrists.

If sufficient documentation is not provided, Maiden Erlegh Trust may request that the consultation is resubmitted or supplemented before a formal response is issued.

For Horizons Alternative Provision Academy SEMH provision (Horizon Connect) referrals, the Local Authority must provide all information necessary to support safe admission planning, including safeguarding information, attendance information, relevant risk assessments, and the intended outcomes of the placement.

Funding

If Horizons Alternative Provision Academy is named in an EHCP, the local authority must fund the placement. Place Value and associated top up charges must be shared at point of consultation.

Funding arrangements for the SEMH provision and alternative provision placements via the local authority will be agreed through the relevant commissioning process and confirmed in the contract for provision before the placement begins. We do not currently adhere to any banded funding matrix operated by a Local Authority. All top up funding must adhere to the requirements of the child/young person's EHCP, following production of a costed provision map.

Visiting the Provision

Parents and carers may contact Horizons Alternative Provision Academy to find out more about the provision before expressing a preference through the local authority.

Children may be visited in their current setting, where appropriate, to support transition planning and to determine whether placement is likely to be successful.

New Student Induction

A place at Horizons Connect, our SEMH provision, at Horizons Alternative Provision Academy cannot be confirmed until a final EHCP naming the provision has been received, alongside confirmation of funding where required.

Once a place has been confirmed, Horizons Alternative Provision Academy will:

- issue an admission pack for the parent or carer to complete and return;
- identify a key point of contact for the family and the current setting;
- develop a transition plan with the parent or carer, the current placement, the local authority and, where appropriate, the child; and
- prepare a pupil profile or summary to support consistent understanding of need, strengths and successful strategies.

Admission arrangements for Horizons Connect have been agreed and reflect the nature and purpose of the placement.

Change of Placement and Review

For Horizons Connect, the SEMH provision at Horizons Alternative Provision Academy, if professionals and parents or carers agree that a child's needs can be met in a less specialist setting, a review of the EHCP will be held and the plan may be amended by the local authority.

If it is considered that Horizons Connect can no longer meet a child's needs safely and appropriately, a review will be convened and the local authority will be notified so that alternative arrangements can be considered.