



# Euler Academy

## Admissions Policy 2024-2025



1	Summary	Admissions Policy			
2	Responsible person	Laura Harkin			
3	Accountable SLT member	Laura Harkin			
4	Applies to	<input checked="" type="checkbox"/> All staff <input type="checkbox"/> Support staff <input type="checkbox"/> Teaching staff			
5	Who has overseen development of this policy	Laura Harkin			
6	Who has been consulted and recommended policy for approval	Governors			
7	Approved by and date	Lynn Bratten Governor May 2023 Nicola Witham September 2023			
8	Version number	5			
9	Available on	Every	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	Trust website Academy website SharePoint	<input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
10	Related documents (if applicable)				
11	Disseminated to	<input checked="" type="checkbox"/> Trustees/governors <input type="checkbox"/> All staff <input type="checkbox"/> Support staff <input type="checkbox"/> Teaching staff			
12	Date of implementation (when shared)	November 2022 September 2023			
13	Consulted with recognised trade unions	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N			



## Contents

1. Introduction Statement..... **Error! Bookmark not defined.**

1.1 Number of places available.....3

2. Referral arrangements ..... **Error! Bookmark not defined.**

3. Commissioning process ..... **Error! Bookmark not defined.**

### 1. Introductory statement

Euler Academy is a specialist provision for pupils that find mainstream schooling ineffective. It will support pupils (5-11 years) who require early intervention and present with social, emotional, or mental health issues. Some of the pupils may already have EHCPs with Euler named as the most appropriate setting.

The aim of Euler Academy is to re-engage its pupils into mainstream education and progression to secondary education. Admission will be through the referral process outlined in this policy. Referrals may be made at any time throughout the year.

#### 1.1 Number of places available

The School will provide education for pupils aged 5-11. At full capacity the school will provide education for 56 pupils aged 5-11.

<b>Pupils</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
KS1	7	7	7
KS2	49	49	49

### 2 Referral arrangements

To acquire a place at the school, children must be referred by an educational establishment or local authority (commissioners). Commissioners will use the referral form here see annex A.

### 3 Commissioning process

#### Point of contact

The point of contact for commissioners is the Headteacher of Euler Academy, Saltshouse Road, Hull, HU8 9HJ



### School & Academy commissioners

When the commissioner is an individual school or academy it will be purchasing individual places at Euler for a pupil. A contract agreement (similar to that used with a Local Authority commissioner – see below) will be drawn up under an agreed Outline Service Specification. Data regarding all referral requests, offers and enrolments will be shared with Hull (or neighbouring LA) Schools and the relevant LA through existing local forums and protocols.

### Local Authority Commissioners

When the commissioner is a local authority, it will be purchasing places at the school. A contract agreement will be negotiated and drawn up to provide a number of places under an agreed Outline Service Specification. The specification will set out the obligations of Euler, the commissioning authority and the child's host school so that all parties are clear about: what will be delivered; how; when; at what price; the responsibilities of the parties to the agreement to maintain the highest level of support to the child; and what monitoring arrangements will be agreed to review the contract performance. The school will seek and welcome contractual arrangements with key local authorities proximal to the school. The contract monitoring review process will be on a six weekly basis in agreement with the commissioner. The school will collate demographic and outcome data gathered in relation to the pupils' needs, attendance, academic performance and behavioural presentation in the school. This will be reviewed jointly with the local authority commissioner on an agreed schedule.

### Funding

Each full-time equivalent place in alternative provision free schools will attract base funding of £10,000 per place. The top up will be between £1500 and £2250 per half term for a full time place, dependant upon the level of support required for the pupil. This will either be directly commissioned from the LA or the school. Part time places will be pro-rata'd as appropriate. Should a pupil require additional support, e.g. 2 members of staff to one, the charge can be levied on a bespoke basis to be agreed between the commissioner and the Trust. Reintegration will be charged at the same fee, due to the labour intensive nature of settling a pupil either back into their existing school or a new provision. Outreach support will be provided at an agreed rate dependent on the needs of the school and pupil.

### Induction

Prior to pupil's attendance at Euler detailed records will be obtained about each pupil's progress, curriculum, interests and special needs in order that teachers prepare lessons to promote pupil' progress. On entry pupils will participate in induction assessment designed to endorse and develop information obtained from their mainstream school. Testing will focus on Age Related Expectations, reading age, mathematical understanding and skills. Results will be clearly communicated to Euler staff to enable them to prepare lessons and support pupils. Regular and effective reporting will support each pupil who is accepted into the academy. This will be to the commissioning school and parent/carers.

There will be a comprehensive programme for pupil induction and on-going learning time. Learning time is our key vehicle for the delivery of SMSC and PSHE and will be delivered by our own staff and visitors from local agencies. The sessions will build upon key safeguarding themes initially addressed in induction including;

- Being safe and keeping safe online



- CSE
- Prevent (Radicalisation)
- Substance misuse
- Criminal justice

In addition to induction and tutor time opportunities to engage pupils deeply and creatively with safeguarding themes will be embedded into the curriculum within the teaching of both core and foundation subjects. Pupils will create projects, presentations, digital content and mobile apps in response to these key themes.

A Support Provision Plan will be created for every pupil as part of their induction into Euler Academy which will be reviewed regularly by staff.

The induction into Euler will be carefully designed to provide a thorough introduction to the ethos and culture and will provide staff with all the information they require to ensure pupils are supported and challenged to achieve their best. The induction process will begin with meetings between staff and parent/carers, and host school if appropriate. Induction will include careful attention to risk assessments including positive handling and safety plans.

#### The admission of pupils with special educational needs.

Pupils with a statement of special educational needs or education health and care plan naming the academy will be admitted.

#### Criteria to be applied in respect of other pupils when oversubscribed.

The following oversubscription criteria will apply when there are more referrals than places available, in order of priority:

1. Pupils who are or were previously looked after by a Local Authority (as defined by the Children Act 1989)
2. Work in partnership with the Local Authority SEN teams to identify priority for pupil places

#### Offers

If we can accept a referral we will write to the commissioner accepting the referral, including financial requirements, the support to be offered, a start date, the date by which the offer should be accepted and the address to which to respond.

#### Procedure following an offer

When offer letters are sent, if the commissioner fails to accept the place by the date set out in the letter, it will be assumed that commissioner no longer wants the place and the offer will be withdrawn.

#### Appeals against any refusal to accept a referral

The commissioner should write to the Principal at Euler Academy, Saltshouse Road, Hull, HU8 9HJ outlining reasons supporting the referral and any supporting documentation. The principal and representative of the schools governing body will consider this and reply within 15 days, stating the school's position. If a place is not granted after that process, the commissioner may make a final appeal and request a review from the academy trust. Cases will then be heard by at least 3 persons unconnected to the school within 20 days of the final appeal being received and final outcomes notified within 5 working days of the hearing.



### Complaints

Any objections to this policy or its application should be raised with the school through its normal complaints process which is published here [www.vennacademytrust.org/company-information](http://www.vennacademytrust.org/company-information)

If the complainant is not satisfied with the resolution, they are able to complain to the Education and Skills Funding Agency (ESFA) at [Academy.QUESTIONS@education.gsi.gov.uk](mailto:Academy.QUESTIONS@education.gsi.gov.uk).

### Equal Opportunities

The academy is committed to equal opportunities and admits pupils across the full spectrum of academic abilities. All pupils have equal access to the curriculum and there is a learning support programme for pupils with special needs.

### Review

This policy will be reviewed annually and any amended policy for the following September will be published on the school's website before the end of the preceding September (i.e. the policy for 2022 referrals will be published in September 2021). The policy will remain on the website throughout the school year.

### Links to other policies

This policy should be read in conjunction with the school's other policies published under the policies section of the school website. Other related policies include:

- SEND policy,
- curriculum,
- induction process,
- reintegration policy,
- equal opps policy,
- complaints procedure,
- assessment policy,
- safeguarding policy;