

Admissions Policy 2019 – 2021

Date Policy Reviewed:	Spring Term 2019 Summer Term 2016
Date Policy Finalised:	June 2016
People Involved in writing this policy:	Senior Leadership Team School Governors
Person responsible:	Rebecca Shaw Head of Lower School
Committee Responsible:	Provision and Wellbeing
Display/availability:	Website
Next review date:	Spring Term 2021 or as required
Policy Objectives:	To provide guidance for staff, parents, governors and other stakeholders on admission criteria to the school.

Provision

Swiss Cottage School is a 245 place provision for learners identified as having Special Educational Needs and Disabilities (SEND) from the ages of 2 – 19. We are committed to providing, for all individuals, a positive ethos and equality of education that will facilitate the development of self-confidence, strategies and skills for successful learning, and the ability to use them in all aspects of life. Our curriculum is highly differentiated to provide for individual needs. This is supported by the locality services' multi-agency team which includes speech and language therapists, occupational therapists and physiotherapists.

It is very important that we work in partnership with families in order to provide the best outcomes for our learners. We expect families to attend scheduled meetings across the year in order to support their child's learning and development.

Admission Criteria

A young person is eligible to be offered a place at Swiss Cottage School if they meet the following criteria:

- They have a Statement of Special Educational Needs, Education Health Care Plan or are undergoing a statutory assessment of their needs.
- The needs of the learner could be met within our schools resources without adversely affecting any other learner currently attending.
- There is a consensus among professionals that the learner would benefit from our provision which is discussed at the Camden SEN panel.
- The needs are significant and affect most areas of learning. Scores in the Early Years and Foundation Stage would generally fall between 0-26 months and at age 11 the learner will be functioning around P6 however, this is just a guide and each individual case will be examined.
- We have a vacancy.

We do not have a waiting list as places rarely emerge throughout the year and all cases need to be considered at the Camden SEN Panel.

Applications

All applications to the school must come via Camden SEN:

www.camden.gov.uk/ccm/content/education/schools/special-educational-needs/school-and-college-placements-for-children-with-special-educational-needs/

We do not accept direct applications to the school as all places are allocated via the Camden SEN Panel. This ensures that every child has their individual case considered.