



# **Hampden House Admissions Policy**

## Admissions Policy

Hampden House provides day and boarding places for boys aged 8 to 14 with Social, Emotional and Mental Health needs. Students will either be permanently excluded or at risk of permanent exclusion from a mainstream school.

As a Suffolk County Council maintained Pupil Referral Unit (PRU), admission to Hampden House is through the Local Authority's **In Year Fair Access Panels** (IYFAPs). There are six panels (North Suffolk primary and secondary, South Suffolk primary and secondary, and West Suffolk primary and secondary) to plan admissions to PRUs and other Alternative Providers. Particularly due to its residential provision, Hampden House serves the whole county and will therefore receive referrals from all six panels.

Additional support through the County Inclusive Support Service, Managed Moves to other mainstream schools, referral to the educational psychology services and other strategies are also considered in these meetings. The panel consists of senior leaders from all mainstream schools, the educational psychology service, the Early Help team, Youth Offending, LA Outreach services, the LA inclusion team and Heads or senior leader from each alternative provider or PRU.

Once a student is referred to Hampden House by the IYFAP, our own admissions process involves a visit by our staff to the student's current/most recent school; a visit to the student's home to meet them and their family and to discuss life at Hampden House in more detail; and a visit to Hampden House, including a meeting with the Headteacher. Only after these stages have been completed, and all parties are satisfied that Hampden House is the right setting for the student, will a place be offered.

Residential (boarding) places are reserved for students whose home life at home and/or in the community prevents them from engaging with learning.

Students who have been permanently excluded from mainstream school will be on roll solely at Hampden House, while the next appropriate provision is sought and the student prepared for successful transition. Students who have not been permanently excluded will be dual registered, remaining on roll at their sending school and also on roll at Hampden House, working towards a successful return to their sending school or transition to another appropriate learning provider.

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Adopted at Management Committee meeting on:

Signed:

Date:

Chair of Management Committee

Review date: June 2019

Member of staff responsible for review: Headteacher