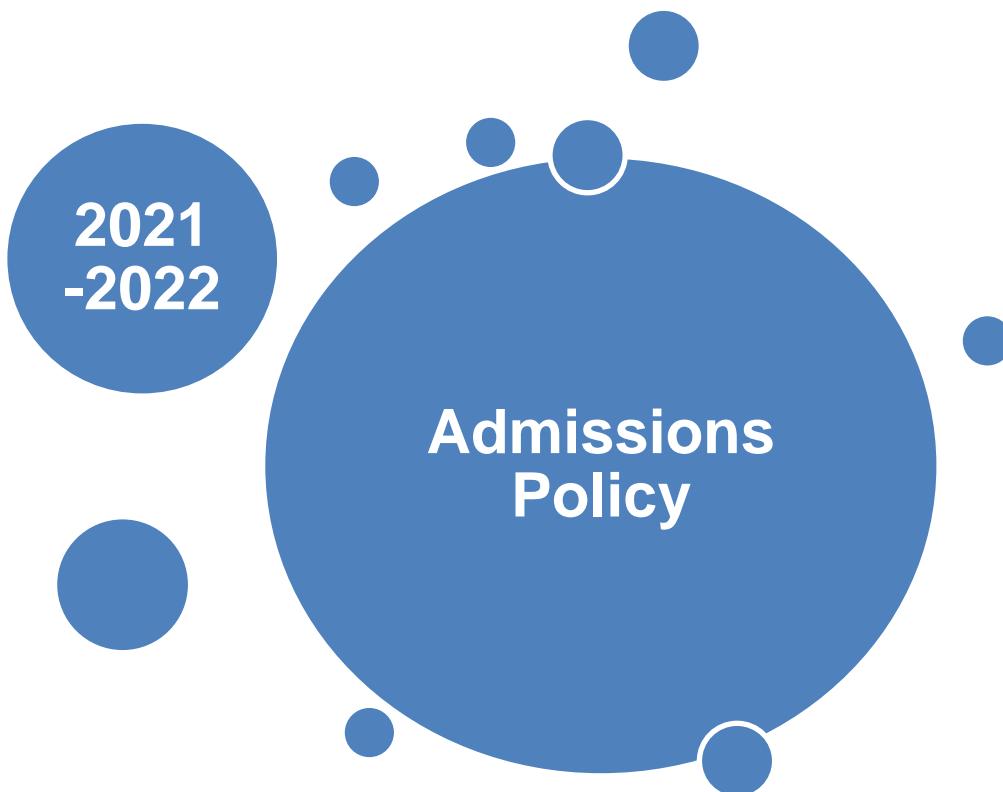


The ContinU Plus Academy





The ContinU Plus Academy Trust

Admissions Policy



Alternative Provision Free School - Academic Year 2021/22

A) Ethos

The ContinU Plus Academy (CPA) is an Alternative Provision Free School established by the CPA Trust in partnership with the ContinU Trust.

The ContinU Plus Academy is committed to working with young people who are excluded, or at risk of exclusion.

The school provides a menu of short and long-term programmes geared to effecting high quality productive post-16 progression or effective reintegration into mainstream schools. Our practice is rooted in the belief that creative and targeted interventions, delivered in a caring and productive environment with high expectations, can change lives.

The school will support young people with barriers to education and work, including those with non-specialist behavioural and emotional needs where a mainstream setting, either temporarily or permanently, is not the solution to fulfilling their potential. **It should be noted that the CPA is not a BESD school nor a Medical PRU and referrals for pupils with that level of need should be made to the relevant service authorities.** Paramount is the safeguarding of all our pupils and staff. We will work directly with our learners, their families, commissioning local authorities and schools and a range of partner providers. We will also engage support from our comprehensive network of partners in training, health, the voluntary sector and the judicial system to support our pupils to become active citizens, exercise choices in their lives and take a full part in society.

B) Admission and Referrals Process

The CPA may accommodate up to 90 Full Time Equivalents. Admission is on a referral basis from schools or local authorities. Children and young people aged 11-18 attending a school or living in the Worcestershire County Council (WCC) defined geographical area of the Wyre Forest and Hagley, may be referred to the ContinU Plus Academy, either from those schools or the Local Authority. Out of area commissioning arrangements may also take place within the admissions criteria. The founding school partners are listed immediately below and include all academies and state schools in the Wyre Forest and Hagley area:

- The Bewdley School and Sixth Form Centre
- King Charles 1 School
- Baxter Business & Enterprise College
- Haybridge High School & Sixth Form
- Hagley Catholic High School
- The Stourport High School & VIth Form Centre
- Wolverley CE Secondary School
- Wyre Forest School

Referral periods to the CPA are at termly windows and coincide with meetings of the Fair Access and Admissions Panel (**FAAP**). There is 6th day access all year round for permanently excluded (PX) pupils where contract arrangement exist with local authorities. Every effort will be made to provide educational provision within 6 days but Safeguarding and adequate background information on students is a pre requisite.

Referral process documentation for PX and non PX pupils is available for all commissioners via the school website. Given the CPA pupil profile (see “Ethos” on page 1), the following criteria is applied where criteria A takes priority over B. Criteria A - 1, 2 and 3 are of equal weighting and priority. The criteria apply both to Key Stage 3 and 4 pupils.

Criteria A	Definition
1	Pupils who are permanently excluded from a local school or are permanently excluded and live in the defined geographical area of the Wyre Forest and Hagley. These pupils are registered solely at the CPA. These referrals are subject to a contract being in place between the Local Authority referring and the CPA.
2	Pupils who commissioning agencies judge an exclusion, would be confirmed by a Governing Body Exclusion Panel, but who have not been confirmed as permanently excluded. These pupils will be dual registered on commencement at the CPA*
3	As above, however where there is a very significant risk of permanent exclusion and the recommendation for admission is to avoid this escalation. These pupils will be dual registered on commencement at the CPA*
Criteria B	Definition
4	Pupils who commissioning schools judge that an alternative education programme for short, medium or long term, will secure improved progress, outcomes and/or attendance and/or behaviour. These pupils will be dual registered on commencement at the CPA*

* For long term, full time pupils at end of Year 9 and in KS4 where it would not be in the pupil's best interest to destabilise key GCSE and Vocational programmes, and where the CPA is now their perceived “Home School”, pupils may transfer solely to the CPA. This must be with the consent of parents via Form CA1 and follow the transfer process and documentation. The Local Authority must also be advised via the FAAP (Fair access and Admissions Panel) meeting process for agreement. This is in line with the CPA Funding Agreement section X footnotes 9 and 13

All offers of a place are made from the Governing Body of the CPA based on an assessment of the application details by the Headteacher following discussions with the referring school, parents/carers, Local Authority and relevant agencies, and the completion of all referral paperwork.

C) Referral & Assessment Process

The schools, academies and Local Authorities must follow the procedures and application documentation in the App 1 “CPA Referral Pathway”. Pupils and their parent(s)/carer(s) must meet with CPA representatives before any place is confirmed. All accepted pupils will undergo a rigorous induction and initial assessment process, as part of the procedure for identifying baselines and the appropriate programme and support needed for a successful placement.

In the event of a refusal of a place, a letter is sent to home school/Local Authority (app1).

App 1 also outlines the procedure followed when a pupil placement breaks down when the pupil concerned is a dual registered pupil.

Oversubscription Criteria

Where the number of referrals that meet criteria A1-3 exceeds the number of places available then places will be allocated in the following priority order:

1. Looked after (and previously looked after) children;
2. Children with a Statement of Special Educational Needs;
3. Children who are attending a ContinU Trust School;
4. Children who are living in the defined geographical area of the Wyre Forest and Hagley area, however attending a school outside the ContinU Trust.

In the event of equal levels of eligibility under the above criteria, the Academy will employ an independently managed and supervised random allocation method through drawing lots as a tiebreaker.

Complaints & Appeals

If a local authority or school is unhappy that a referral to ContinU Plus Academy has not been accepted they should contact the Clerk to the Governing Body at the school within 14 days of receiving notice of non-admittance outlining their concerns. Appeals will be addressed at Stage 1 via the convening of the CPA Admissions Committee and, if necessary, at Stage 2 via the appointment of an Independent Admissions Panel to adjudicate on the place.

Policy Review

The Admissions Policy is under the oversight of the Admissions Committee of the ContinU Plus Academy's Governing Body. The policy reflects Statutory Guidance on Alternative Provision <http://www.education.gov.uk/aboutdfe/statutory/g00211923/alternative-provision>.

This policy is reviewed annually by the FGB.

A policy summary is included in the ContinU Plus Academy's Prospectus and the Admissions Policy is published in its entirety on the CPA's website (www.continuplus.org.uk).

Date Policy Created: January 2021

Member of Staff Responsible: Mr Luke Parrock (Pastoral Lead)

Review Date: January 2022

The ContinU Plus Academy

Finepoint Way, Kidderminster, Worcestershire, DY11 7FB

Tel: 01562 822463

Headteacher: Sara Devo

Email: office@cpa.worcs.sch.uk Website: www.continuplus.org.uk



App 1

To: "Headteacher of referring school"

Dear

This is to confirm that the outcome following the discussions with professionals, parent/carers and related parties is that..... does not meet the profile criteria for admission to the CPA.

Please note that should you, with the consent of the parents/carers, wish to appeal they should notify the Clerk to the Governing Body, Philip Engleheart, pengleheart@cpa.worcs.sch.uk to register an appeal. This will then be considered by an Admissions Committee of the CPA. For your information, a copy of the Admissions Policy is attached.

Please do not hesitate to contact me to discuss matters further.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sara Devo.'

**Sara Devo
Headteacher**



The ContinU Plus Academy



ContinU Plus Academy Referral Pathway School Referrals (Dual Registration)

School referral made to CPA Headteacher
(Direct or via FAAP)

KEY DOCUMENTS



CPA Referrals Manager meets Home School SLT Member to discuss referral.
Home School to clarify with parents/carers next steps in the event of placement

- i) Home school complete “Professional Passport” fully in advance to bring to meeting
- ii) Schedule of Charges completed during meeting



Parent (not pupil) meets CPA and Home School SLT for joint meeting at Home School

- i) Parent completes “Parent Passport” during meeting
- ii) Parent completes “Parent SDQ” Questionnaire at this meeting



Parent and pupil meet CPA referrals Manager (after school)

- i) “Pupil Passport” and “Pupil SDQ” Questionnaire completed during meeting



Pupil placement at CPA confirmed

- i) Home school/CPA Placement SLA signed (includes expectations on CPA and Home School)



Pupil has pre-induction visit to CPA for assessments (eg WRAT)

Pupil commences at CPA



The ContinU Plus Academy



Placement Breakdown

Schools receive detailed half term monitoring reports on each pupil. A review meeting will be set up by the CPA to discuss content and pupil progress. These reports include a RAG rated “Behaviour” section, with comments if “Amber or Red”. This RAG rating flags the “risk of the placement breaking down”. Schools will be made aware through the referral structure CPA/Home School link a communication where behaviour is escalating towards “Red”. A “Red” status will require a joint meeting with Home school to assess the continuation of the placement. Records of behaviour incidents that have led to the “Red” status will be collated and shared with the Home school.

A CPA Placement at CPA may end when:

- a) the Home school decides to end the placement during a given term (full term cost).
- b) the Placement duration period has been concluded and not extended following a review.
- c) a pupil behaves in a manner that equates with permanent exclusion as in the CPA Positive Behaviour and Exclusion Protocols. This behaviour may be a single extreme incident or it may be negative cumulative behaviours over time.
- d) “Placement Breakdown” may be triggered where a second “Red” status has been set on the half term Monitoring Reports. In this case, the CPA may deem the placement to have broken down and initiate steps with the Home School for a managed return (within 4 weeks).

It should be noted that Placement Breakdown is not a Permanent Exclusion as only the Home school can make a Permanent Exclusion. It is essential that Amber/Red Placement Breakdown risk status cases are communicated with Home Schools promptly to ensure full awareness exists by all parties.