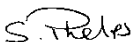




## Admissions Policy

*Initiated by:* SMT  
*Approved by:* Governors/SMT  
*Date Approved:* 4<sup>th</sup> February 2025  
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*Date of Review:* Spring 2026  
*Distribution:* SMT/TLR's/All relevant staff

*Signed:*  Chair of Governors

*Signed:*  Head teacher

## Admissions Policy

*Please note - where this document states the term "parent" it refers to any such person(s) or body that has legal responsibility.*

### INTRODUCTION

Ysgol Hen Felin is a special school for pupils with complex and/or physical difficulties for pupils aged 3 – 19. There is no designated catchment area for the school. The school has pupils from locations in Rhondda Cynon Taf.

### CRITERIA FOR ENTRY

To be considered for admission, pupils will have, or are in the process of having an Individual Development Plan (IDP) which identifies their complex needs which include:

1. Severe Learning Difficulties
2. Profound Learning Difficulties
3. Severe Learning Difficulties with Additional Needs
4. Autistic Spectrum Disorders with Severe Learning Difficulties

Pupils will have significantly lower educational development across all Curriculum areas than is generally expected for pupils of the same age.

Pupils will also have additional barriers to learning within the mainstream school environment such as:

- Communication and interaction difficulties
- Behavioural, emotional and social difficulties
- Sensory, physical and medical difficulties

1. Severe Learning Difficulties

Pupils who present with marked limitations in learning across all areas of development. Pupils may present with diagnosed medical conditions/syndromes associated with severe learning difficulties and may have additional physical and/or sensory impairments.

2. Profound Learning Difficulties

Children who present with severe developmental delay such that they will remain within the earliest stages of development (between 0 -24 months) throughout their school career. Children will be at the earliest stages of developing communication, where the priority need will be at the earliest stages of developing communication, where the priority need will be to help establish Alternative and/or Augmentative Communication systems to enable them to reach potential. In addition to cognition and communication difficulties, children will present with multiple needs that may include sensory and/or physical impairment. They may remain at the earliest development stages with regard to mobility and require physiotherapy input. Children will present with severely limited understanding of their interaction with their environment, predictions and understanding of actions/events.

### 3. Severe Learning Difficulties with Additional Needs

Pupils who present with moderately low scores in learning across a range of Curriculum areas who are anticipated to have difficulty accessing education in a mainstream setting where the class size and the pace of input would have a negative impact on learning. Additionally, these pupils may have behavioural or social difficulties which impact on their ability to concentrate and learn without a differentiated curriculum. Further, the sensory impairments of vision or hearing might accompany their learning difficulties.

### 4. Autistic Spectrum Disorders (ASD) with Severe Learning Difficulties

Pupils who present with ASD will attend classes alongside their peers. They may have enhanced opportunities to participate in therapies and with our Speech Language and Communication Team.

## **ADMISSION PROCEDURES**

- Referrals for admission for the children approaching their 2<sup>nd</sup> birthday might be made through the Educational Psychology Service. Children identified early as having additional learning needs (ALN) are encouraged to visit the school with their parents. The Special Schools' Admission Panel will then consider the application for admission.
- Referrals for admission to Ysgol Hen Felin will arise from a pupil not meeting expected milestones, their IDP and the views of professionals working with the child. Recommendations agreed by the LA with their current educational placement will be exhausted prior to the referral to the Special Schools' Admission Panel.
- Admissions will be coordinated by the Local Authority, Educational Psychologist and the Head Teacher. Parents will have been consulted throughout the process. They have the right to appeal to the Education Tribunal if they disagree with the proposal made by the Local Authority.
- Ysgol Hen Felin prefers to admit pupils in September at the start of the academic year if possible. Individual consideration will always be given to pupils moving to the locality who have been attending similar specialist provision in other authorities, subject to a place being available and the admission criteria being met. Some Foundation age children may also be offered a place (if available) in the term following their 3<sup>rd</sup> birthday.
- At Ysgol Hen Felin, prior to the pupil starting school, an Admissions meeting and bespoke Transition Plan [including a Healthcare plan] are completed. The Admissions meetings are co-ordinated by Miss Leanne Davies and Mrs Rhiannon Mellor, Assistant Head Teachers.

## **EXIT CRITERIA**

- For some pupils, Ysgol Hen Felin may be a transitory admission for a period when they may be experiencing particular difficulties. The Head Teacher and the Educational Psychology Service monitor the progress of each pupil through the annual Person-Centred Capture meeting (PCP).
- At the Person-Centred Capture meeting (PCP), parents and other professionals working with the pupil have an opportunity to meet together and discuss the targets outlined in the pupil's Individual Development Plan (IDP). Where further objectives are set for the coming year, the pupil will remain at Ysgol Hen Felin. Where the targets are met and the progress has been measured, the parents will

be advised that the pupil could move back into the mainstream setting. The Educational Psychologist will then re-assess the pupil and consider alternative educational provision. Staff at Ysgol Hen Felin may then be involved in the transition process between the two establishments.

- At 14 years of age, each pupil will enter the Transition period of their education. During the Transition process professionals representing Social Services and the Careers Service will meet together at the Person-Centred Capture meeting (PCP) to plan the transition between school and Adult Services/Local Colleges/Specialist colleges or other placements.

### **EQUAL OPPORTUNITIES**

The staff at Ysgol Hen Felin ensure that pupils have similar experiences to those of their peers in mainstream schools. Pupils in the 14-19 Department may also access our satellite facility at the Rhondda Campus College, if it meets their needs.