



Castle Hill School
Innovating, Communicating, Empowering

Admissions Policy

Policy Created	2017
Committee	Local Governors
Signed off	
Last review	June 2023
Review frequency	1 year
Date to be reviewed	June 2024

Castle Hill School - Admissions Policy

Castle Hill School is a provision for students identified as having Special Educational Needs and Disabilities (SEND).

Context

Castle Hill School's Admissions Policy is based on Kirklees Council's guidance to schools 2017 and the scheme of delegation that governs the decision-making processes for the Interaction and Communication Academy Trust and its schools. The scheme of delegation states that the Local Governing Body of Castle Hill School shall have decision making authority regarding admissions.

Admissions requests

All requests for out of age education will be explored on an individual basis by the Principal, the Chair of Governors and the Local Governing Body.

Final decisions regarding requests will be made by the Principal and the Chair of Governors. This matter is not subject to Governors vote.

'Guidance for parents/carers when requesting a child to be educated outside their chronological age group'.

Castle Hill School was opened in 2006 as a 3-19 provision for students with Severe Learning Difficulties. This classification was designated by The Department of Education and Secretary and Education at the time.

Teaching and Learning Considerations

It is the view of Castle Hill School that all children and young people admitted to school will complete their primary, secondary and sixth form education in appropriate key stage groups.

It is the view of Castle Hill School that our provision is exclusively for pupils and students in the age range of 3 to 19.

- Students can begin their school career during the academic year of their 3rd birthday.
- Students are required to leave school in the academic year of their 19th birthday. It should be noted that the legal school leaving age is not affected by early transfer.

Appeal process if the parent/carers disagree with the school decision to not admit

Parents and carers have the right to appeal decisions made by the Local Governing Body regarding admissions. Appeals will be forwarded to the Multi-Academy Trust Board of Directors for consideration.