



Prospect House

PRIMARY SPECIALIST SUPPORT SCHOOL

ADMISSIONS POLICY PROSPECT HOUSE



Admissions Policy

Prospect House Statement of Provision

Introduction

Prospect House is a primary specialist support school for children with severe or profound learning difficulties and associated additional needs (e.g. ASC, aged 3-11) which would include places for pupils with Profound and Multiple Learning Difficulties (PMLD), Severe Learning Difficulties (SLD) and Autistic Spectrum Disorders (ASD).

The carefully planned environment and engaging, personalised curriculum on offer is designed to meet the needs of children with a learning difficulty.

At Prospect House, we offer a strong focus on applied communication and life skills, with the curriculum focus growing as the children move through the Key Stages e.g. developing and maintaining physical area of learning through simulated and real life play experiences.

Prospect House is a specialist primary school which provides 100 day places for 3-11-year-old children of both sexes in the Manchester and Salford local authority.

For a child to be admitted, the school must be named, by a local authority, in the child's education health and care plan ('EHCP')¹.

Parents wishing their children to benefit from our provision should ask their local authority to name our school in their child's EHCP.

A local authority can also refer a child to the school² to be assessed for an EHCP plan or following a change in the child's circumstances for his or her needs to be assessed or reassessed. Any assessment should be completed within the 20 weeks set out in the SEND Code.

Children being assessed for an EHCP will be dual registered and return, full time, to their mainstream school if the LA decides not to issue an EHCP.

For further information on our school, and the process for obtaining a place here contact Manchester City Council Admissions 0161 245 7166.

In the process of considering, naming Prospect House in a plan the LA must consult with the school and the school will consider the appropriateness of the placement for an individual and would ensure that naming a child for Prospect House would be in the best interests of the children and whether the school could meet their needs.

We can only accept referrals from Local Authorities (LA). Whilst parents are welcome to visit the school and can be provided with information about the school, the school cannot proceed to the admissions stage without local authority support. Parents wishing their children to benefit from our provision should ask their local authority to name our school in their child's EHCP.

Tribunals

Although parents can indicate to their local authority the school of preference to be named, the authority may not agree with the placement identified. In such circumstances, parents have the right of appeal to the First-tier Tribunal (SEN & Disability). The school will adhere to LA decisions.

Private funding of places

Prospect House is unable to offer places to families who wish to independently fund the placement.

Communication and Confidentiality

All information relating to the proposed placement of any individual are confidential. There will be open and regular communication with relatives, carers and advocates, which acknowledge and respect the needs of each user.

The school will liaise with the local authority to ensure they are kept up to date.

Other school policies and further information can be found on the school website:

- Public Sector Equality Duty Policy;
- Information sharing;
- Complaints procedure;
- Safeguarding policy;
- Anti-Bullying
- Behavior
- Anti-Terrorism
- Medicines Policy
- SEN Policy

- Charging and Remissions
- Data Protection
- Gifts and Hospitality
- Home School Agreement
- LAC
- Sex Education
- E Safety
- Uniform
- Complaints
- Pay and Appraisal
- British Values

Policy Information and Review

Policy review dates (frequency of review: annually)

Date	Changes made	By whom
July 2020	N/A	LGB
September 2021	None	Robin Anthony
September 2022	None	Tracy Gallier (Headteacher)
September 2023	None	Robin Anthony