



## Admissions Policy

Spa Bermondsey is a special school for pupils with an Education Health and Care Plan. Spa Bermondsey is an academy and part of the Spa Education Trust. The school promotes independence, communication and achievement through a bespoke curriculum designed for children and young people with autism.

This policy is based on the following advice from the Department for Education (DfE):

[School Admissions Code 2021](#)

[School Admission Appeals Code](#)

As an academy, the school is required by its funding agreement to comply with these codes, and with the law relating to admissions as set out in the [School Standards and Framework Act 1998](#) and by the DfE as set out in [Special free school admissions guidance](#) (February 2016)

## Admissions to the School

Spa Bermondsey is a special school which provides places for children of both sexes in the age range 11 – 19, with a primary diagnosis of autism. Our official DfE roll number is 100, although we can go up to 10% above this in certain circumstances where this many pupils can be safely managed.

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).

Parents wishing their children to benefit from our provision should ask their local authority to name our school in their child's EHCP. Parents are encouraged to visit the school on one of our open days. Open days are always advertised on our website.

Parents wishing to appeal the naming of a specific school on their child's EHC Plan should contact their SEND Case Corodinator in the first instance. Further information and support can be found from [SIAS](#) for Southwark parents.

A local authority can also refer a child to the school to be assessed for an EHC 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 Local Authority decides not to issue an EHCP.

Spa Bermondsey admits students irrespective of gender, disability, race or belief.

For further information on our school, and the process for obtaining a place here contact [office@spa-education.org](mailto:office@spa-education.org)

## **Admissions Arrangements**

In order to ensure a successful transition to Spa Bermondsey, we will arrange a programme of transition which offers:

1. The Assistant Head for KS3 or other senior member of staff will visit the pupil at their current setting and attend the Annual Review wherever possible.
2. A transition morning is held in the Summer term. Year 6 pupils attend for a morning session, supported by staff from their current setting. Further sessions can be held if a pupil requires it. Pupils joining in other year groups will have an transition session(s) arranged as appropriate.
3. A parents and carers information session is held in the Summer term at which parents and carers can meet teaching staff and members of the senior leadership team. They will receive information about uniforms, timetables, and curriculum as well as how to apply for home to school transport. Families will complete information forms at this time.
4. Information will also be collected from current settings including information on academic levels, IEP targets, CENMAC involvement and pertinent personal, physical and medical needs.