



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.

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 110, 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). Pupils can be offered a place and start a placement at any time during the school year.

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.

A local authority can also refer a child to the school 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](#).

Places are offered following a consultation from the Local Authority. The local authority will consult the headteacher and local governing body and consider their comments very carefully before deciding to name the school on a child's EHCP. They will consult the school by sending a copy of the draft plan and any other relevant documents.

In cases where the school feels it cannot adequately meet that child's needs the school will not offer a place.

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

Appeals

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

If parents are given a place at the school which they do not wish to take up, they have a right to request an alternative placement. They have the right of appeal to the First-Tier Tribunal (SEN Disability) operated in accordance with the SEND code of practice.

The applications forms and guidance can be found on www.justice.gov.uk/tribunals/send.

If a local authority decides not to make an Education Health Care Plan for the child naming the school, parents should approach the Local Authority to discuss the decision. They have right of appeal to the First-Tier Tribunal (SEN Disability) operated in accordance with the SEND code of practice. The application forms and guidance can be found on www.justice.gov.uk/tribunals/send. The school adheres to all applicable education and equality legislation including the Education Act 1996, The Children's and Families Act 2014, the SEND Code of Practice 2014 and The Equality Act 2010.

For further information on our school, and the process for obtaining a place here contact office@spa-education.org

You can also find out more information on the Southwark Local Offer SEND website at <https://localoffer.southwark.gov.uk/education/>

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.