



Swiss  
Cottage  
School  
Development &  
Research Centre

Inclusive  
Nurturing  
Inspiring

## Admissions Policy

<b>Date Policy Reviewed:</b>	July 2024
<b>People Involved in writing this policy:</b>	Senior Leadership Team School Governors
<b>Person responsible:</b>	Syra Sowe, Vice Principal
<b>Committee Responsible:</b>	Provision and Wellbeing
<b>Display/availability:</b>	Website
<b>Next review date:</b>	September 2025

### Policy Objectives

To provide guidance for staff, parents, governors and other stakeholders on admission criteria to the school.

## **Provision**

Swiss Cottage School is a 260-place provision for learners identified as having Special Educational Needs and Disabilities (SEND) from the ages of 4 – 19. We are committed to providing, for all individuals, a positive ethos and equality of education that will facilitate the development of self-confidence, strategies and skills for successful learning, and the ability to use them in all aspects of life. Our curriculum is highly differentiated to provide for individual needs. This is supported by the locality services multi-agency team which includes speech and language therapists, occupational therapists and physiotherapists.

It is very important that we work in partnership with families in order to provide the best outcomes for our learners. We expect families to attend scheduled meetings across the year in order to support their child's learning and development.

## **Admission Criteria**

A young person is eligible to be offered a place at Swiss Cottage School if they meet the following criteria:

- They have a Statement of Special Educational Needs, Education Health Care Plan or are undergoing a statutory assessment of their needs.
- The needs of the learner could be met within our school's resources without adversely affecting any other learner currently attending.
- There is a consensus among professionals that the learner would benefit from our provision which is considered by the Camden Special Educational Needs Team.
- The needs are significant and affect most areas of learning.
- We have a vacancy.

We do not have a waiting list as places rarely emerge throughout the year and all cases need to be considered by Camden's Special Educational Needs Team.

## **Applications**

All applications to the school must come via Camden SEN:

[www.camden.gov.uk/ccm/content/education/schools/special-educational-needs/school-and-college-placements-for-children-with-special-educational-needs/](http://www.camden.gov.uk/ccm/content/education/schools/special-educational-needs/school-and-college-placements-for-children-with-special-educational-needs/)

We do not accept direct applications to the school as all places are allocated via the Camden SEN Panel. This ensures that every child has their individual case considered.