

## **ADMISSIONS POLICY**

**The Park College is a Specialist Day College in Southwark for young people, aged 19-25, with autism and/or moderate learning difficulties.**

- We help young people with autism to prepare for independent adult life.
- We teach employment skills in preparation for work
- We support students to realise their potential to work and to live independently.
- We encourage students to make informed choices and decisions about things that are important in their lives.
- We prepare young people with autism to move on to the next step in their independent adult lives.

**Our vision is to enable young people with autism to develop their full potential in adult life.**

### **CRITERIA**

Admission to The Park College is dependent on:

- students being aged between 19 and 25 years of age with an Education, Health and Care Plan
- a diagnosis of autism and/or with a range of additional needs including moderate learning difficulties.
- Students applying for the Skills for Work Programmes being able to work at Entry Level or towards Level 1/2 qualifications in a range of subjects including English and maths
- clear identification of outcomes in accordance with the young person's Education, Health and Care Plan (EHCP)
- confirmation that The Park College can meet the needs identified in the EHCP
- confirmation that the college curriculum and study programmes will support outcomes identified in the EHCP
- the formal consultation process from the young person's home local authority
- the placement being funded via the young person's home local authority and being named in the EHCP

*The college is housed in a grade 2 listed building. Lifts or ramps for access cannot be installed.*

### **APPLICATION**

Any agency or advocate may make an application on behalf of a young person, with the agreement of the individual and/or their parent/primary carer. Young people are welcome to make their own application.

*See the contact details section at the end of this policy.*

### **PROCEDURE**

- Contact us to arrange a visit. We recommend that you visit us 9 to 12 months before you wish to join the college to give enough time for the application to be processed.
- After the visit, if you think this may be the right college for you, complete an application form.
- We will review the application and decide if we can offer an assessment pending consultation from the local authority. We will need time to complete an assessment and request any relevant supporting information.
- As part of the assessment process, we may visit your current school or place of study. This is to establish your level of ability and needs.
- We will look at information from any previous place of study and any professionals who have worked with you.
- Individual risk assessments will be completed to make sure your needs can be met safely in college, on work placements and in the wider community.
- If The Park College can meet your needs, we will write to you within 6 weeks and confirm we will respond to the Local Authority consultation once received and will offer you a provisional place.
- If we don't think the Park College can meet your needs, we will contact you within six weeks to let you know.
- The offer of a place at The Park College is dependent on agreement from your Local Authority to fund the placement. They will consult with us directly. The formal consultation is a key part of our assessment and admissions process.
- Once funding is confirmed, we will work with you to provide an individual study programme which will support and promote your learning. This will be informed by your views, hopes, aspirations and the work experience opportunities the college offers.
- We will send you an induction pack before you are due to start which tells you everything you need to know about coming to The Park College.

## CONTACT DETAILS

Telephone: **0207 735 4154**

Email: [office@theparkcollege.org](mailto:office@theparkcollege.org)

Write: **The Park College, Bishops House, 5 Kennington Park Place,  
London SE11 4AS**

## FURTHER INFORMATION

- Due regard will be paid to equal opportunities.
- This policy is reviewed and updated annually in line with legislation and regulatory guidelines.

***Any offer of a place at The Park College is subject to obtaining funding and students and parents/carers signing to accept The Park College terms and conditions for placement.***