



# Admissions Statement

All pupils attending Willow Bank SEMH School have a Statement of Special Educational Needs/EHCP that names the school as the appropriate provision for them.

Willow Bank School liaises closely with the Special Educational Needs section of the Local Authority. They forward referrals, and often will communicate between prospective parents and the school.

Where a placement in the school has been recommended, a copy of the proposed Education, Health & Care Plan and if available assessments by educational psychologists and therapists, and where relevant the most recent annual review of the EHCP are sent to the school. Confirmation is then made that the school has a place and that the school can meet the needs of the pupil in question. Parents are then invited to visit the school in order that an impression of the school, its philosophy and approaches are clearly understood.

Usually taster sessions take place before admission to ease transition. Where possible entry to the school is timed to match the beginning of a term.

Before starting at the school parents are asked to complete paperwork that includes personal family details and permission forms e.g. for medical emergencies, taking part in trips outside school and having photographs taken in connection with the school. They will also be asked by the school nurses for information and will complete medical forms.