



## **ADMISSIONS POLICY**

Requests for PRU provision for young people aged between 7 and 16 who are experiencing social, emotional and behavioural difficulties must be made following the procedures identified in the Student Referral Admissions Form and with reference to the SEN Handbook.

The Behaviour Support and Provision Panel comprising the PRU Head teacher, a representative from SENS, CPS, EWS, the EBSD Support Team Coordinator, the Reintegration Officer, a Secondary Head teacher and a Primary Head teacher, meets fortnightly to discuss referrals and to ensure that they meet referral and provision criteria.

Priorities for PRU provision are:-

- Students permanently excluded from two or more schools
- Students permanently excluded from one school
- Students for whom a mainstream school is not appropriate in the short term
- Students at risk of permanent exclusion
- Students requiring assessment
- Students with exception circumstances

Students in the Looked After Children's Service will be prioritised within each of these groups.

### **Referrals to PRU**

Prior to referral to the PRU it is expected that the mainstream school can clearly demonstrate what action has already been taken to address the needs of the young person. The school will be required to provide evidence to demonstrate:-

- The implementation of Individual Education Plans (IEPs) and Pastoral Support Programmes (PSPs) which show clear linkage between – behaviours causing concern – targets for improvement – intervention to secure improvement – review of progress.
- A clear indication of the resources and timescale made available by the school to meet the additional needs of the student.
- Involvement of appropriate external specialist services to provide support and advice and a review of its impact.
- The involvement of parents/carers in addressing the needs of the student, their involvement in planning and review, and their attitude towards a PRU placement.
- The young person's involvement and commitment to any programme for change and of their attitude to a potential PRU placement.

- Where appropriate, the involvement of other agencies (e.g. Social Care, CAMHS).

A referral to the PRU should usually be made after the review of the IEP, PSP or SEN and should be endorsed by the relevant professional, within Children's Services Inclusion, who has been working with the centre to address the need of the individual.

## **Dual-registration of a student at a mainstream school and PRU**

For some students at risk of permanent exclusion dual registration at a PRU and School will be the most appropriate strategy. In these cases it will be expected that:

- The student will remain on the roll of the school and spend some time each week within the school.
- The arrangements will both be time limited and task centred.
- The arrangements of timetabling at school and PRU will ensure that the student receives 21-25 hours per week education
- Placements should not last longer than one and a half terms.

If a student's behaviour is such that the school does not wish them to be present at all then it may be more appropriate to consider exclusion. The exception to this is when a 'cooling off' period of fixed and limited duration is determined as part of an agreed strategy, with an agreed date to recommence school attendance.

Some permanently excluded students may attend the PRU full-time for a limited period and begin reintegration to another mainstream school. These students must also receive a full timetable and the receiving school will be part of the planning process.

## **Placement agreed though not available/Priority of Placements**

Permanently Excluded Students

Students at risk of Permanent Exclusion

(Students within the Looked After provision will be prioritised within each of the groups above).

N.B. Exceptionally this will involve Out of County placements

It is crucial that students receive provision at all times. Should a placement be agreed but there is no place available, the mainstream school where the student is on role should continue to be responsible for the student's educational provision.

It is the right of the Head teacher of the PRU to reintegrate students who are dual registered in order to facilitate placements for the above three categories.

## **MONITORING AND EVALUATION**

The head teacher, on behalf of the Management Committee, will review the policy on a biannual basis.