



Corley Academy

Inclusion Aspiration Perseverance Independence

Admissions Policy

2024-2025

The vast majority of students attending Corley Academy have a diagnosis of Autism. This must be taken into account when reviewing and implementing all policy procedures.

Version: September 2024

Ratified by the Board of Trustees

Date: 08.11.2024

Signed by the Board of Trustees

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To be reviewed annually:

Review Date ; September 2025

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1. Introduction

- 1.1. Corley Academy is its own admission authority and meets all the mandatory provisions determined by 'The School Admissions Code' and 'School Admissions Appeals Code' written by the Department for Education, both codes are available from www.gov.uk/government/publications/
- 1.2. Corley Academy is commissioned by the Statutory Assessment and Review Team and further details are available from SEN Team, Friargate, Coventry, CV1 2GN or online at <https://www.coventry.gov.uk/localoffer>.
- 1.3. Admission to our Post 16 is restricted to existing Corley Academy students.

2. Procedures and Protocol

- 2.1. From April 2018 all students admitted to the Academy will have an Education, Health Care plan (EHC) already in place, whether this be in draft or finalised format.
- 2.2. Corley Academy accepts students with complex social or communication difficulties. This normally presents as a diagnosis of Autism.
- 2.3. On occasions requests are received from Local Authorities to take students as part of the Education, Health and Care plan (EHC) process on an assessment placement basis. This will be for a six-week period in the first instance and is subject to review in line with availability of places and resources, as well as the efficient and safe operation of the Academy.
- 2.4. Occasionally the academy will be approached by other Local Authorities to take students whom it is viewed the Academy can meet the needs of outside of Local Authority. As an academy we reserve the right to judge whether the student's needs can be appropriately met at our setting.
- 2.5. Once this has been deemed as an appropriate setting, funding of these places will be discussed and agreed against each students' individual needs. Transport would need to be arranged by parents and agreed via the appropriate Local Authority
- 2.6. The Academy will receive formal requests for placements from a Local Authority. The Academy will consider each case on individual merits to ensure the students' needs will be best met and that the Academy

has the space, staffing and resources to accommodate the student within its existing operational organisation.

- 2.7. Parents/carers, prospective student's and supporting professionals are advised to and are welcome to visit the Academy by prior appointment.
- 2.8. Academy staff may make visits to both the student's school and family. When appropriate, staff will be supported by translators if needed.
- 2.9. Academy staff may visit the current placement as part of the evaluation process to confirm that Corley Academy best meets the student's needs
- 2.10. If Corley Academy is named on the child's EHCP staff at existing schools will be required to complete paperwork, for example Risk Assessments, regarding the student and to share that with staff at Corley Academy.
- 2.11. Corley Academy has a transition programme for all students entering KS3 as well as any in year transfers
- 2.12. Parents are expected to complete admissions paperwork and transport applications prior to student's start dates.
- 2.13. All students admitted to Corley Academy must adhere to the Academy Attendance Policy and Academy Code of Conduct. Failure to do so may result in removing students from school roll.

3. Number of Planned Places:

- 3.1. Corley Academy planned places for the academic year 2024/25 is
 - Pre 16 – 150 Students
 - Post 16 – 10 Students

4. Changes

Description	Date	Page	Section
Increase in planned places for Pre 16 from 135 to 150	Sept 2024	4	3