



Saxon Hill Academy

Admission Arrangements September 2017

Context:

Saxon Hill Academy is an all-age (2-19) residential special school for children with physical disabilities and complex medical needs. With a school population of approximately 95 children, Saxon Hill is located in Lichfield and serves families from South-east Staffordshire. Saxon Hill Academy is a member of the Shaw Education Trust.

Children attending Saxon Hill will usually have a physical disability and may have associated medical, learning or sensory needs. Saxon Hill Academy has specialised provision for meeting the needs of children for whom a mainstream school may have difficulty providing for these needs. We are a specialist school for Sensory and Communication needs, and work closely with the health authorities to provide an holistic environment for meeting the education, health and care needs of our children and young people.

Children placed at Saxon Hill will either have a statement of special educational needs, an Educational Health and Care plan, or will be on an assessment placement pending the provision of an EHCP.

A full description is described in our Local Offer, available to read or download from our school website: <http://www.saxonhillacademy.org.uk/about-us/key-information/admissions-arrangements> **Admission**

Arrangements:

Our Planned Places number is agreed annually with the Local Authority. This can vary slightly year on year depending on our capacity to meet the needs of our complex population, but currently sits at 92 places across the whole school. We may have to limit capacity to admit into a particular key stage, or within a particular learning pathway within a Key Stage, where other pathways and Key Stage departments maybe at full capacity. This can sometimes mean we have to decline a request for a place even though we may have reached our overall capacity number.

We can consider requests for places from the Local Authority throughout the year, and are often planning the school roll a year ahead.

If you think Saxon Hill may be the school that could meet the specialised needs of your child, you can contact us for an initial informal discussion about your child's needs and your circumstances.

In the first instance you should speak to Mel Newbury – Deputy Head Teacher for Secondary pupils, Maggie Candlish – Assistant Head Teacher for Primary pupils or Melsa Buxton – Principle. **The school contact number is 01543 414892, or you can contact us by email via the office: office@saxonhill.staffs.sch.uk**

You will need to contact Staffordshire Local Authority to discuss all schools that may be able to meet the needs of your child. The Local Authority will make a recommendation of the nearest school that can meet the needs of your child.

The Local Authority can be contacted through: Single Point Access (SPA) on 03001118007

Or by viewing their website at:

<http://www.staffordshire.gov.uk/education/schoolsandcolleges/admissions/admissions.aspx>

You can contact the school Admissions and Transport Service by:

1. Email: admissions@staffordshire.gov.uk
2. Telephone: 01785 278593
3. Or by post: **School Admissions and Transport Service, Tipping Street, Stafford, ST16 2DH**

The Local Authority's Special Educational Needs and Disabilities Web Pages:

As there are many changes taking place in response to the national SEND reforms, information and process within the Local Authority are changing and updating regularly. The following links are available:

<http://www.staffordshire.gov.uk/education/welfareservice/SpecialEducationalNeeds/home.aspx>

<http://www.staffordshire.gov.uk/education/welfareservice/SpecialEducationalNeeds/assessment/StatutoryAssessment.aspx>

<https://www.staffordshire.gov.uk/education/welfareservices/SpecialEducationalNeeds/spps/sen-reforms.aspx>

For advice and guidance from other parents of children and young people with a disability or learning need, you may wish to contact the Staffordshire Parent Action Network (SPAN). See their website at:

<http://www.span-info.co.uk>

Signed by Chair of Governors:



Richard Metcalfe

Date: 13.3.2018

Review date September 2018