AEP

Admissions Policy

SCHOOL OF CODING

//:Developing_tech_leaders_of_tomorrow

Full Name	Position	Signature	Date	Review Cycle
Sandeep Athwal	Director		16.11.2023	Annual

AEP

Mission Statement

School of Coding is a safe, well ordered and caring environment for learning. It delivers high quality education to all its students and supports them to develop their individual potential for growth, self-worth and self-control.

High quality outstanding teaching, and clear and consistent guidance and support, facilitates students in succeeding in education. Our broad and balanced academic and vocational curriculum will provide students with access to a broad range of accredited qualifications as well as educational and social experiences, which will address their learning and emotional needs (including SEND and Mental Health support). Our purpose is to support every student to develop their true potential, make positive contributions to their families and find fulfillment in employment.

Values

1. Alternative Provision doesn't mean a dumping ground…it's mainstream with the reasonable adjustments to succeed
2. High standards and high expectations are incredibly important and are the cornerstones to a successful school
3. School of Coding should become the go-to place for educators from across the country to see best practice
4. Good simply isn't good enough
5. Learning is about a journey and there is more than one way to get to the destination
6. Qualifications, manners, respect and opportunity should be the foundations for students that need a second chance.

School Ethos

High standards – students are pushed to achieve beyond their potential, and staff work to ensure everything that we do is better than people expect.

Daring to Dream – students at School of Coding may have been in an educational setting where they lacked aspiration to be successful, at School of Coding we challenge students to reach their potential and go on to further education and employment.

Traditional Values – some things often get forgotten in education, at School of Coding we pride ourselves on mutual respect, good manners, making a positive contribution, supporting one another and an orderly, and litter free environment.

Success – can come in many virtues, at School of Coding we celebrate the small steps

every day and tell students when they are doing well. We ensure that students can have a successful future.

Personalised Support - all students at School of Coding have a Learning Coach who guides them, sets them bespoke targets and supports them in making social and academic progress.

School of Coding referral arrangements:

Introductory statement

School of Coding is an alternative provision school providing an effective academic and vocational education for students for whom mainstream schooling has been challenging and ineffective.

The aim of School of Coding is to re-engage its students into education and progression to employment, training or further education through the excellent teaching of high quality qualifications and the very best personal coaching in a safe and valued environment free from 'stigma' and prejudice. Admission will be through the referral process outlined in this policy. Referrals may be made at any time throughout the year.

Registration arrangements

Where students are on the role of another school and attend for a short period of time (i.e. mostly fixed period exclusions or a school educating a child off-site) the student will be dual registered at his current school and at School of Coding.

Where students are not on the role of another school (i.e. mainly where they have been permanently excluded) they will be registered at School of Coding. When a child has been permanently excluded or for some other reason mainstream education is not appropriate, School of Coding will work with the Local Authority through the established forums and procedures including the local Fair Access Protocol to support their return to mainstream education. The School of Coding's Learning Coach will lead this support by developing and enacting individual reintegration plans where appropriate.

Students supported by the school

School of Coding will specialise in providing places for:

- Students who have become disengaged in mainstream provision and exhibit persistently disruptive behaviour within a mainstream setting;
- Students who have failed to re engage with mainstream schooling through a managed move to a different school;
- Students who are at risk of permanent exclusion;
- Students who have been permanently excluded;
- Students who do not have a school place and mainstream education are not appropriate.

Referral arrangements

To acquire a place at School of Coding, children must be referred by an educational establishment or local authority (commissioners). Commissioners will use the referral form on the school website.

Commissioning process

Point of contact

The point of contact for commissioners is the Education Quality Manager, School of Coding.

School and academy commissioners

When the commissioner is an individual school or academy it will be purchasing individual places at the school for a student. A contract agreement (similar to that used with a Local Authority commissioner – see below) will be drawn up under an agreed Outline Service Specification. Data regarding all referral requests, offers and enrolments will be shared with School of Coding and the LA through existing local forums and protocols including the Inclusion Partnership (WIP) and the Local Fair Access Panel (FAP).

Local Authority commissioners

When the commissioner is a local authority, it will be purchasing places at the school. A contract agreement will be negotiated and drawn up to provide a number of places under an agreed Outline Service Specification. The Specification will set out the obligations of School of Codingl, the commissioning authority and the child's host school so that all parties are clear about: what will be delivered; how; when; at what price; the responsibilities of the parties to the agreement to maintain the highest level of support to the child; and what monitoring arrangements will be agreed to review the contract performance. The school will seek and welcome contractual arrangements with key local authorities proximal to the school. The contract monitoring review process will be on a six weekly basis in agreement with the commissioner. The school will collate demographic and outcome data gathered in relation to the pupils' needs, attendance, academic performance and behavioural presentation in the school. This will be reviewed jointly with the local authority commissioner on an agreed schedule.

Funding

The total funding for each student at School of Coding is comprised of the following elements. (1) Each full-time equivalent place in alternative provision free schools will attract base funding of £10,000 per place. (2) Commissioners will provide £6,495 top up funding for each full-time equivalent student (or pro-rata amount for a part time place). (3) Any additional funding intended specifically for an individual student's education (e.g. SEND funding and Pupil Premium) must also 'follow the student' and be released by the commissioner to the School.

Additional fixed charges (e.g. re-integration and transition support provided by School of Coding staff in or on behalf of commissioning schools) will be reviewed annually and published as part of our charging policy posted on the **statutory information section of the school website.**

Induction

The induction into School of Coding is carefully designed to provide a thorough introduction to the ethos and culture of the school and provide staff with all the information they require to ensure students are supported and challenged to achieve their best on the journey of academic and personal development to become employment-ready. The induction process will usually begin with meetings (attended by school staff and the student's family) at a student's home and the referring school. Induction activities then continue at School of Coding. The initial induction period is 3 days followed by an extended period of 3 weeks while attending school with a full timetable.

Students completing the induction at School of Coding will meet key staff including the Education Quality Manager, teachers and Learning Coach before meeting students at the school. All students will undertake baseline tests in English, Mathematics, reading (age and comprehension) and spelling as part of the initial induction to the school. Other tests for identifying barriers to learning or required access arrangements in examinations (including dyslexia assessments and free writing speed assessments) will also be used as appropriate.

Students will also complete an 'attitude to learning' assessment with the personal coaching team during induction.

A Support Provision Plan will be created for every student as part of their induction into School of Coding which will be reviewed regularly by staff.

The admission of students with special educational needs.
Students with a statement of special educational needs or education health and care plan naming the academy will be admitted.

Criteria to be applied in respect of other pupils when oversubscribed.

The following oversubscription criteria will apply when there are more referrals than places available, in order of priority:

1. Students who are or were previously looked after by a Local Authority (as defined by the Children Act 1989)
2. Students who are attending one of the Walsall secondary schools represented at the Walsall Association of Secondary Heads (WASH)
3. The reason for student referral includes a recommendation from a medical or healthcare professional
4. Students who have had multiple fixed term exclusions or managed moves to different secondary schools
5. Students who live closest to the school. Distance will be measured in a straight line from the centre point of the student's home address to the centre point of the school's address using an online computerised measuring system with those living closer to the school receiving the higher priority. This process will be independently verified by someone independent of the school or academy trust.

Definition of a home address: The home address of a child is considered to be the permanent residence of a child in a residential property when the place is offered. The address must be the child's only or main residence. Documentary evidence of proof of actual permanent residence at the property concerned will be required. Where parents have shared responsibility for a child and the child lives with both parents for part of the week, the main residence will be determined as the address where the child lives for the majority of the week.

Offers

If we can accept a referral[1] we will write to the commissioner accepting the referral, including financial requirements (e.g. the agreed top-up fee, any additional SEND funding and eligible Pupil Premium) the support to be offered, and an agreed start date within 2 weeks of the accepted referral[2]. The confirmation letter will also state the date by which the offer should be accepted and confirm the school's address to which to respond.

[1] Referrals will be accepted unless the following apply; (1) the commissioner fails to fund the place, (2) the commissioner is seeking to inappropriately refer the child on grounds of academic ability only or (3) the school is full.

Procedure following an offer

When offer letters are sent, if the commissioner fails to accept the place by the date set out in the letter, it will be assumed that the commissioner no longer wants the place and the offer will be withdrawn.

Appeals against any refusal to accept a referral

The commissioner should write to the Education Quality Manager outlining reasons supporting the referral and any supporting documentation. The Education Quality Manager and representative of the school's local governing body will consider this and reply within 15 days, stating the school's position. If following this process the school does not offer a place, the commissioner may make a **final appeal** and request a review from School of Coding. Cases will then be heard by at least 3 persons unconnected to the school within 20 days of the final appeal being received and final outcomes notified within 5 working days of the hearing.

Complaints

Any objections to this policy or its application should be raised with the school through its normal complaints process which is published under the **contacts us section** of the school's website.

If the complainant is not satisfied with the resolution, they are able to complain to the Education and Skills Funding Agency (ESFA) at Academy.QUESTIONS@education.gsi.gov.uk.

Equal Opportunities

School of Coding is committed to equal opportunities and admits students across the full spectrum of academic abilities. All students have equal access to the curriculum and there is a learning support program for students with special needs.

Review

This policy will be reviewed annually and any amended policy for the following September will be published on the school's website before the end of the preceding September (i.e. the policy for 2018 referrals will be published in September 2017). The policy will remain on the website throughout the school year.

Links to other policies

This policy should be read in conjunction with the school's other policies published under the **policies section** of the school website. Other related policies include:

SCHOOL
OF CODING

- SEND policy,
- Curriculum Statement
- Equality policy,
- Compliments, Concerns and Complaints Policy
- Assessment policy,
- Safeguarding policy.