

MOORBROOK SCHOOL



ADMISSIONS POLICY

Adopted: December 2021

Revised: Sept 2025

To be reviewed: Sept 2026

Moorbrook School

Admissions policy

Moorbrook School is administered by the Lancashire Education Authority and caters on a day basis, for the needs of 73 pupils of secondary age who have an Education, Health and Care Plan (EHCP). Their EHCP's are in respect of their Social Emotional and Mental health needs or Autistic Spectrum Disorder and learning difficulties making mainstream secondary provision inappropriate for them.

Our school motto is:

RESPECT and ACHIEVE

Our mission statement and vision is:

The Governors wish to create a centre of excellence, where:-

Everyone feels safe and happy to be part of a welcoming school community, which values and respects their individuality and their unique contributions.

There is a committed, stable and effective team of staff who understand their roles and who are supported through relevant professional development to fulfil the high expectations being placed upon them.

Pupils are keen to attend every day, because of the opportunities and high quality support they receive.

A rich and varied curriculum, shaped in consultation with pupils is provided, through excellence in teaching and learning within which pupils are supported to achieve their full potential

By nurturing their talents, setting appropriate learning challenges and removing the barriers to progress resulting from their wide ranging special educational needs, pupils are taught the skills they will need to manage themselves, their emotions and their relationships with others so that the school becomes a springboard to the wider world beyond school, where pupils are proud of their achievements, confident to take their place and have the skills they need to succeed in their adult lives.

To order to achieve these aims it is vital that the pupil and their family are fully involved in the admissions process from a very early stage. Only through full and open involvement will they feel part of the network providing relevant education and care in a manner which will allow the pupil to grow and develop as a person.

Pupils are referred for admission by Lancashire Education Inclusion service. Preferably pupils should be referred to the school for admission in Years 7 and 8 in order to allow time for them to make full use of the curriculum available to them. Pupils may be admitted to main school in year 9 but they will have fewer opportunities to develop the skills need for KS4. It is not the policy of this school to admit pupils who are in year 10 and 11 to the main school except in very exceptional circumstances. We accept pupils onto Moorbrook Individual provision (MIP) in all year groups but focus on KS4 pupils without suitable school places.

All pupils referred to the school should have an Educational, Health and Care Plan which clearly indicates that they require the specialist settings provided by Moorbrook School. We admit pupils with a range of needs, we have a neuro diverse population, most pupils have presented with challenging behaviour within a mainstream setting. Many pupils have a history of EBSA or EHE.

On receipt of the documentation regarding a pupil from the inclusion service at Lancashire county council, an initial appraisal will be made by the school to assess whether the stated needs could be met by the school. If the school feels the needs of the pupil could be met, the prospective pupil, the parents or guardians and other supporting agencies would be invited into school to undertake a without prejudiced visit. Visits take place for main school and MIP places with the Headteacher.

During the WPV the prospective pupil, his family and any supporting agencies will be given the opportunity to look at all aspects of the school or discuss all aspects of MIP provision. Information regarding the ethos of the school will be openly discussed and relevant documentation will be provided. At this stage, initial plans may be drawn up to indicate the ways in which the school proposes to address the stated needs of the pupil. During the meeting pupils and parents are encouraged to say how they feel and if they think Moorbrook School would be the right place for them. Visits to MIP provisions such as CWP or fourtech can be arranged if needed.

Following the WPV, if the Headteacher feels that the school can meet the pupils needs a positive consultation will be sent to the inclusion service; the inclusion service are responsible for placing pupils in the school.

Prior to admission a home visit will take place by the school key worker or family support worker. This is to complete any relevant information that school will need whilst the pupil is on school premises and to confirm specific background details without which

the provisional offer of a place may be withdrawn. A check will also be made of the pupil's past attendance record at previous schools.

Pupil induction involves individual plans for each pupil according to need. In main school most pupils will initially begin part time, usually 2 mornings followed by morning plus lunch, then full time unless a longer induction period is required. MIP pupils build up their timetable at a pace suited their needs.

Transport is arranged by the county council and the relevant application form will be completed with parent/ carers as part of the school paperwork during the home visit to ensure transport does not delay at start date. Not all pupils are eligible for transport and county are in a process of promoting independent travel. Further information regarding travel is available from the Inclusion team.

Further specific SEN information about school can be found in the annual SEN information report and the school local offer; these can be found on the school website (www.moorbrook.lancsngfl.ac.uk) which also provides a wealth of information about the school day to day. You can also request a copy of the school prospectus or any policy be posted via the school office (01772 774752).

Further information on admissions can be found on Lancashire County Council Website <http://www.lancashire.gov.uk/>.