



Admission Policy

Introduction

Rise Academy is the Hull City Council service for pupils who are permanently excluded from school in Key Stage 4. The Education and Inspections Act 2006 requires all Local Authorities to provide education from Day 6 of a permanent exclusion.

Purpose

The purpose of this policy is to explain to parent, carers and other agencies the process that allows pupils to be admitted to Rise Academy.

Principles

Admission to Rise Academy by application to Hull City Council admission team is not possible. There are three routes that pupils are admitted to the school.

1 Permanent Exclusion

When a student is permanently excluded from school in Key Stage 4, Hull City Council admission team are notified by the excluding school. Hull City Council informs Rise Academy of the date of the exclusion and the contact details of the parent/carers. Students who reside in Hull but are permanently excluded from an East Riding school will be referred to Rise Academy.

2 Referral from Fair Access Panel

Rise Academy forms part of the partnership of schools that supports the admission of vulnerable students through the In Year Fair Access Panel in accordance with Hull City Council Fair Access protocol (www.hullcc.gov.uk/admissions).

3 Referral from a school or academy

Any school can make a referral to Rise Academy regardless of the location of the school or academy. There is a charge made to schools and academies for such referrals. Please contact the Headteacher for more information about charges.

Admission Process

A letter will be sent to the parent/carers when a student is referred to Rise Academy within five days of the referral being received by Rise Academy. Admission meetings are held every Wednesday.

The admission meeting.

The information process usually takes a half day meeting with the Headteacher and Rise Academy staff. The meeting is essential in building an accurate and in-depth assessment of the student's ability and needs as an individual.

In this meeting the following information is collated:

- A full school history including Key Stage 2 results and assessment data from the last school.
- Information regarding any other agencies involved with the student or their family
- Aspirations of the student when they leave school (post 16 destination route)
- Preferred school as an exit strategy from Rise Academy (if appropriate)
- Baseline English and Maths assessment
- Baseline Assessment of the student's feelings about themselves and school
- Dyslexia screening
- Dyscalculia screening

Post- admission

Within five working days of the student admission meeting a full timetable will be in place for the student. Parents and carers will be contacted by the Outreach worker allocated to the student with details of the proposed timetable and also an introductory call from the Rise Academy staff who will be teaching them.

Appendix 1

In school process

Appendix 1 Rise Academy Admissions Process – Roles & Responsibilities

