

## **Admission Policy**

### **Admission numbers**

Blueberry Academy will decide on the number of admissions each year depending on space, funding and the number of applications.

Applications are accepted from a variety of routes:

- City of York Council advisers/ SEN team/ Social Worker/ other professionals working for local and out of area authorities
- Direct from specialist and mainstream schools and colleges
- Self-referral from individuals or from parent/ carer

The decision for places for York residents is made by a combination of Blueberry Academy, York Learning and through the CYC Panel if appropriate. Full feedback can be provided to individuals and parent/carers; and only after completion of at least one successful taster day.

Out of area applications will require the agreement of the authority in which people reside and may also need authorisation from York Learning if they are to manage and oversee the learning programme.

As Blueberry Academy deliver Preparation for Adulthood and Supported Internship programmes which link to the local community/ local employers/ local health, care and support services, out of area applicants are considered on a case by case basis.

Enquiries about Blueberry provision as part of a Personal Education Budget plan will be considered on a case by case basis; necessarily taking into account current organisational restraints, existing infrastructure, the management of learner group dynamics/ the needs of the current cohort of learners and is always at the discretion of Blueberry Academy.

Blueberry retains discretion on how and if 1:1 provision is delivered within any programme, taking into account: staff capacity, availability of other appropriate options, venues and resources and allocated funds associated with the individual.

### **Waiting lists**

When the academy is oversubscribed, applications can still be taken into the application system and will be processed as programme opportunities become available. Applicants on the waiting list should still access a taster day to assist the assessment and matching process.

### **Admissions risk and individual care factors**

When deciding on whether to offer a place to any applicant, the following factors will be considered:

- Risks to others (history of violence, bullying/exploitation of others, outbursts, criminal activity,

etc..)

- Risk to community (location next to a school, residential neighbours)
- Need for restraint (Staff are not trained or expected to apply restraint - therefore there is an assessment of likelihood based on EHCP and referral information)
- Medical needs (see Medication Policy)
- Personal care needs - (Blueberry staff do not deliver personal care, though there is some flexibility through use of prompts, use of external care/ PA services, etc.. which can be applied on a case by case basis).

## Code of Practice

The academy commits itself to strategies eliminating all forms of discriminatory actions and practices, both individual and institutional.

The academy is committed to maintaining an open access policy in which each individual applicant is treated as an individual case.

This policy and procedure outlines the academy's policy and practice for managing the admission of students to the Blueberry Academy. It aims to provide a fair and consistent procedure for admissions.

The academy is committed to increasing and widening participation in education and training.

The academy is committed to ensuring that the admissions procedure will be open and transparent and that no individual or group receives less favourable treatment by virtue of age, disability, economic status, faith, gender, marital status, sexuality, race, colour and nationality including citizenship, ethnic or national origin. The academy will actively combat discrimination in all of its forms by implementing effective policies and empowering staff and students to take appropriate action.

