



Walton Hall Academy



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Residential Admissions Policy

All Residential Placements will be in accordance with the Local Authority Residential Education Provision in Staffordshire Schools. Walton Hall Academy is a Staffordshire Local Authority resource, and will therefore primarily promote the educational potential of its young people. A residential placement will aim to provide its young people with an opportunity to develop personal, educational, social and emotional well-being within an appropriate environment.

Residential applications are considered by the County Admissions Forum and are in line with our Statement of Purpose Policy to ensure equity for all.

Each young person will have their own personal folder which contains an Individual Placement Plan, a risk assessment and other relevant information. Our young people will be encouraged to set personal targets for learning. Progress will be mapped and reviewed to track learning. Supporting strategies and interventions will demonstrate how learning can be best achieved. Residence will focus on assisting young people to acquire knowledge skills and understanding relevant to their future lives.

Residential Admissions Policy

S Terry 14/10/2014

Review 14/10/2015

Reviewed 3/12/2015

Reviewed 11/1/2017

The Admissions Process for Res 1 (extended day) or Res 2 Residential (overnight)

- An application form is available from the school and must be completed by the parent/carer (or stakeholder) where applicable and the Student wishing to apply. Following this, pre admission information is gathered from all relevant sources. The relevant documentation is then submitted to the Local Authority Admissions forum for discussion.
- Out of county applications must have funding agreed before the Residential placement can start.
- Placements will be reviewed at the end of each six month period. Parent and students views will be sought in advance. Following review, parents/carers will be informed of the review outcome in writing.
- Extended day placements are offered up to 8pm Parents/carers must collect students by 8pm unless otherwise discussed
- If a young person becomes unwell, parents/carers will be contacted and arrangements made to collect the young person. Parents/carers are requested to ensure the Academy has up to date contact details.
- Applications to residence will be treated on an individual basis. Risk assessment will take place prior to admission and a home visit will also take place to collate essential information. Where it is not possible to carry out a home visit, parents /carers may be asked to come to the residential unit to impart this knowledge.
- Students will be accommodated with similar aged peers in line with Ofsted recommendations.
- Medical, physical and feeding needs have to be considered. Staff may have to undergo training and be assessed for competency before some young people take up overnight placements.

- All medications received must be prescribed and in their original packaging (this includes Paracetamol) and written consent for the Academy to administer this medication from the parent/ carer. It is the responsibility of parents/carers to inform staff of any medication changes in writing and supply school with medications when required.

Reviewed 11/1/2017

Ratified 30/1/2017



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