



SYON MANOR
COLLEGE

Admissions Policy

Syon Manor College is a specialized day college that caters to young people aged 16-25 with autism, complex needs, and associated learning difficulties. The college offers a broad curriculum comprising academic and vocational learning as well as life skills across a wide range of personalized pathways. With small class sizes, students benefit from a holistic, person-centered approach and clinical support.

All classes are led by specially trained staff, including teachers and pastoral support assistants, to ensure that everyone receives the support they need to thrive. Most subjects offer qualifications as their endpoint, and Syon Manor College is registered with several exam boards, including NCFE, Pearson, Rock School, City & Guilds, and ASDAN. Planning is completed to meet the subject specifications of each subject.

The college recognizes the importance of providing opportunities outside of the college and supporting inclusion in mainstream services and the local community. Every student attending Syon Manor College will be supported by an experienced, specialized team striving to enable them to fulfil their full potential and become confident, happy, independent members of society.

The aim of this policy is to ensure that Syon Manor College admits, to the best extent possible, those whose special educational needs can be effectively met, and in doing so, ensure progress in all aspects of their development

1.0 Objectives

The objectives of the policy are that:

- All concerned will have a clear understanding of the criteria used in assessing the appropriateness of a placement for individual students at Syon Manor College
- All concerned will have a clear understanding of the processes of judging the appropriateness of that placement
- Parents/carers, each student and representatives of LA's, social service departments and other interested professionals have a clear understanding of the opportunities on offer at Syon Manor College
- Parents/carers, each student and representatives of LA's, social services departments and other interested professionals understand all key aspects of college life at Syon Manor College and are prepared to play their part in ensuring the success of any placement

At Syon Manor College we support young people who present with a wide range of complex needs associated with Autism. A young person may be considered for a place at Syon Manor College if they have an Education, Health and Care plan, a diagnosis of ASD or demonstrate behaviors and difficulties commensurate with a diagnosis of ASD and where a typical mainstream environment has not appropriately met the needs of the young person.

Some of the students have a long history of SEMH challenges and behaviors that may include violence towards peers, staff and/or other adults. Therefore, Syon Manor College acknowledges that our pupils may, from time to time, exhibit challenging behaviors that vary both in intensity and duration and our aim is to work with young people to reduce the frequency and intensity of these incidents.

Syon Manor College holds regular open days across the academic year as well as offering pre-arranged tours.

2.0 Admissions Process

Stage 1

Referrals made to Syon Manor College will normally be made by LA's directly via the referrals manager. A range of detailed information concerning each student should accompany these referrals including an Education, Health and Care plan. Where this is not the case, Syon Manor College will seek access to as much information as possible, including information regarding the individual's education, health and social background. Senior staff will analyse all available information about the student to assess whether the student meets the admission criteria for Syon Manor College.

The Head of College / Assistant Headteachers / SENCO will assess whether Syon Manor can meet the student's needs and if so, arrange for a visit to Syon Manor College.

It may be necessary for Senior Staff to organize a visit to meet or observe the young person before the visit being organized at Syon Manor College.

Stage 2

Assessment will be organized on a bespoke basis to meet the needs of the pupil and their family. While it would be preferred that a referral student and their family visit Syon Manor College, it is understood that some assessment activities may take place at the family home or another setting including their existing educational placement.

Stage 3

If, following these visits and assessment session(s) all concerned are agreed that the student's needs can be met at Syon Manor College, that the young person can adequately access the college within the planned resources available and that the student and parents/carers are committed to the placement, Syon Manor College will, via the referrals manager write to the LA offering a place and arrangements will be made for admission.

A placement will be confirmed through the completion of a formal contract signed by the College and the placing authority.

Before this the College will request that the LA to update the EHCP, so outcomes reflect Further Education Study and the Preparation for Adulthood Agenda.

3.0 Admissions Criteria

- The student will be aged between 16 and 25 years
- The student will have an Education, Health and Care Plan.
- The Education, Health and Care plan will clearly specify the student's learning, educational, social, behavioral and medical needs
- The college will assess each student and if need can be met match the student to an appropriate educational pathway
- The student may have one or more specific learning difficulties
- The student will express a desire or want to attend at Syon Manor College
- The students' parents/carers express a commitment to the placement
- The student presents with other significant needs that require sustained specialist interventions, therapies and teaching approaches that can be more appropriately delivered within Syon Manor College.
- For all 'looked after children', there must be permanently named carers and a permanent home base for the student available at any time throughout the year. Syon Manor College cannot be a residence for any child.

4.0 The Local Authority will:

- Provide Syon Manor College with all current advice and information relating to the student
- If deemed necessary, provide an update or amendment to the EHCP, so outcomes reflect Further Education Study and the Preparation for Adulthood Agenda.
- Name Syon Manor College in the appropriate section of their EHCP
- Agree on contractual arrangements for transporting the student to and from Syon Manor College as appropriate in consultation with the parent/carer of the student
- Make any arrangements for transporting student to and from Syon Manor College as appropriate
- Fulfil the requirements of the SEND Code of Practice for 0-25 years 2014 and attend the planned annual review of placement meetings