

# **Hope** SENTAMU LEARNING TRUST

## **ADMISSIONS POLICY, 2024 - 2025 THE COMPASS ACADEMY**

THIS POLICY APPLIES TO THE COMPASS ACADEMY ONLY

**THE COMPASS ACADEMY ALTERNATIVE PROVISION**

**YOUR JOURNEY TO SUCCESS STARTS HERE**

## **Our Vision**

Together we will create powerful and collective experiences of compassion, courage, achievement & meaning

## **Aims**

- To help pupils see their worth and feel that they belong
- To develop the skills of empathy, resilience and respect
- To promote lifelong learning experiences through the broad & balanced curriculum

Ultimately, supporting & encouraging our pupils to chart their own course through life as successful citizens.

## **Values**

We believe each and every member of our Compass family has the right to be successful, feel valued, loved & cared for.

## **Statement of Policy Review**

The board of trustees has agreed that this policy will be reviewed every year. This review will take into consideration all aspects of applicable legislation and advice current at the time of the review.

## **Introduction**

The Compass Academy is the Hull City Council service for pupils who are permanently excluded from school in Key Stage 3. 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 the Compass Academy.

## **Principles**

Admission to the Compass 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 pupil is permanently excluded from school in Key Stage 3, Hull City Council admission team are notified by the excluding school. Hull City Council informs the Compass Academy of the date of the exclusion and the contact details of the parent/carers. Pupils who reside in Hull but are permanently excluded from an East Riding school will be referred to the Compass Academy.

## **2. Referral from Fair Access Panel**

The Compass Academy forms part of the partnership of schools that supports the admission of Vulnerable pupils through the In Year Fair Access Panel in accordance with Hull City Council Fair Access protocol.

## **3. Referral from a school or academy**

Any school can make a referral to the Compass 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 Principal for more information about charges.

### **Admission Process**

A letter will be sent to the parent/carer when a student is referred to the Compass Academy. Within five days of the referral being received by the Compass Academy, an admission meeting will be arranged. These are generally made for after 2pm.

### **The Admission Meeting**

The information gathering usually takes place in an admission meeting with the Vice Principal or Assistant Vice Principal and other Compass 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.
- A Brief history of the family and any medical needs.
- Preferred school as an exit strategy from the Compass Academy (if appropriate)
- Baseline English and Maths assessment (arranged at the admissions meeting, but takes place on a different day)

### **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 attendance officer or SLO/ Tutor allocated to the student with details of the proposed start date.

## Appendix 1- Compass Academy Admissions Process – Roles & Responsibilities

