

Pears Family School London.

(Keeping a child's mind in mind)

ADMISSIONS POLICY

Date Approved by Governors	Nov 2025
Review Date	Nov 2027
Coordinator	Headteacher
Principal Signature	Matthew Hillman

At the heart of all policies at Pears Family School are the following principles:

- Every young person in our school, whatever his or her personal circumstances can learn and achieve.
- Every young person in our school, whatever his or her self-perception and previous experiences, has academic and creative potential to become a valuable member of society.
- The key to learning at Pears Family School lies within the quality of the relationships between pupils, family members, staff and the intermediate agencies with whom we work.
- The success of our school is based on high expectations, mutual trust, caring for each other and taking responsibility.
- Every young person in our school is capable of becoming an agent for change in his or her local community.

Our vision is to provide our pupils with the confidence, academic progress, and ambition to take the next steps towards a successful and productive life and to be able to contribute positively within their local community and wider society.

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Introduction

Pupils and families are referred to us through many different routes. Typically they are pupils who are psychologically vulnerable and who are having problems managing successfully in mainstream school settings. Some of these difficulties may present themselves as behavioural issues although they may also manifest themselves in a number of other behaviours that slow down their progression in school. Our pupils are aged between the ages five and fourteen and placements are usually full-time but part-time placements are possible when in the best interest of the child. The primary aim of the Pears Family School is to provide early intervention for schools and help re-engage children with their learning in a mainstream setting. The majority of placements at the Pears Family School are short-term and many pupils are dual registered with their mainstream school so that they continue to receive the very best educational input alongside the expert support provided by their placement with us. All pupils and their families participate in regular reviews of their progress so that a return to mainstream school remains the focus.

Pupils are referred to the Pears Family School at various times of the school year usually when there is a behavioural crisis in their mainstream school and exclusion, including permanent exclusion, is likely. We respond to requests for places as quickly as possible so we can offer the most effective support to pupils and their families. Schools should contact the Headteacher to discuss referrals in more detail. The process is described below. The Pears Family School does not accept applications from parents/carers or self-referrals from potential pupils.

Any questions regarding our referral procedures should be directed to the Headteacher, Matthew Hillman at matthew.hillman@thefamilyschoollondon.org

Pupil Admission Number

The Pears Family School is an Alternative Provision Free School with students from 5-14.

The Pears Family School has a published pupil admission number of 36 full-time equivalent (FTE) places.

Pupils will not be admitted above the published admission number unless there are exceptional circumstances.

At full capacity, The Pears Family School will support a maximum of 36 pupils, aged 5-14 years, at any one time.

Related Documents

- DfE Equality Guidance & Equality Act 2010
- School Admissions Code 2014
- SEND Green Paper: *Support and aspiration: A new approach to special educational needs and disability*
- Education (Pupil Registration) (England) Regulations

Admission and referrals

1. Pre commissioned and partnership referrals

Most of our school places are commissioned by Local Authorities in advance, on an annual basis. The Local Authority may not know who these students are at the time of commissioning but they want the assurance that when the need arises they will be able to meet the complex needs of their students and families.

The Pears Family School also offers similar contracting procedures for individual schools and academy chains

2. Reactive Referrals; 'spot placements'

Some schools, MATS and LA's contact our school as and when they require a place for a particular student. Where places are available over the number of pre-commissioned places and up to admission number, referrals are taken on a first come first served basis and in line with the waiting list procedure, below.

Referral Process

The referral pathway to The Pears Family School is thorough and responsive to pupil need. The process starts with discussions with the individual commissioner, and moves on to discussions with parent/carers; with parents and child; with visits to the school; baseline testing and assessment; right through to the drawing up of a detailed pupils passport which sets out targets for change and academic progress. Monitoring against these targets is ongoing. Establishing how the parent, carer and / or the wider family is able to engage with our model of change is key to establishing the viability of a referral.

By virtue of the particular individual circumstances with which each referral is considered it is not possible to set out prescribed selection criteria but the following are issues the Pears Family School will take into account when considering selection for admission:

Factors for or against admission

Students

- i) age 6 - 13 (latest admission save in exceptional circumstances at year 8). Age to be considered in the context of the existing school cohort
- ii) we do not exclude consideration of children with diagnoses of ASD, other mental health difficulties or physical disabilities but children with moderate or severe learning disabilities will not be considered within the admission criteria

Parents

- iii) Parental engagement - an expectation of attendance by parents/carers at least 3 x per week, being available by telephone at all times and flexibility re attendance throughout their child's attendance at school
- iv) parental DBS status/substance misuse subject to a case by case risk assessment

School/ referring authority

- v) dual registration with mainstream provisions preferable but we will not necessarily exclude those who are excluded or who are school refusers
- vi) potential for reintegration into mainstream school or other appropriate educational setting within 4-5 terms (if not in one)

Wider network

- vii) agreed referral objectives between local authority , CAMHS, parents and students with timeframes
- vii) If already engaged with CAMHS that CAMHS continue to be engaged

Duration of Placement

The severity and nature of the child's difficulty will determine the duration of provision offered and we do not aim to limit a child's placement when progress is being made. Typically 4 -5 school terms is our target to initiate reintegration into mainstream or signpost to special provision.

Pupils with Special needs

Following the admissions code and SEND Code of conduct pupils with an EHCP will be fully included. Programmes will be differentiated to meet the needs of these pupils. Where pupils with an EHC Plan are eligible for a full-time placement they are given priority over all other pupils.

Oversubscription / Waiting list

Referrals will be taken on a first come first served basis up to our admission numbers, subject to the selection criteria set out above.

The Pears Family School London will maintain a waiting list of student referrals. To be placed on the waiting list a conversation takes place with the commissioning school / LA to agree suitability of placement, in line with our admissions process above, with priority being given to those Local Education Authorities with commissioned contracts.

Students will be admitted from the waiting list in order of:

- Looked After Children and Previously Looked after Children
- Students with a statement of SEND
- In chronological order from the date of referral