



Ash Grove
School

Belief Courage Honesty

Admissions Arrangements



Part of the

Oak 
Learning Partnership

Author:	H. Simms
Approver:	D. Herbert
Owner:	D. Herbert
Date:	September 2024
Next review:	September 2025

Changes History:

Version	Date	Amended by:	Substantive changes:	Purpose
1.0	December 2021		New document	First release
1.1	September 2023		Changes to how places are allocated	Review and Amendments
1.2	April 2025	H Simms		New school name and template



Introduction

Section 19 of the Education Act 1996 provides that – each local education authority shall make arrangements for the provision of suitable education at school for those children of compulsory school age who by reason of exclusion from school or otherwise, may not for any period receive suitable education unless such arrangements are made for them. Section 19 provision includes Pupil Referral Units.

Allocation of Places

Bury Local Authority currently commissions from Ash Grove School 136 places across years 7-11 to meet this duty.

These places are for:

- A) Children from Bury schools or Bury residents who have been permanently excluded from secondary school. A permanent exclusion is when a pupil is removed from a school permanently and their name is taken off the school roll. In these cases, the Local Authority must arrange full-time education for the pupil from the sixth school day. Ash Grove School is Bury's offer for permanently excluded children following the 6th day of a permanent exclusion.
- B) Children who are unable to secure a place in a Bury Secondary school or academy and are placed with Ash Grove School through the In Year Fair Access Protocol.

These places are not available for parental request for a pupil to be placed directly into Ash Grove School. If you feel your child would benefit from a place at Ash Grove School, you need to discuss the matter with your child's current school.

Maintained schools have the power to direct a pupil offsite for education to improve their behaviour and outcomes. Regulations require that the school's governing body must ensure that parents/carers are given clear information about the placement: why, when, where, and how it will be reviewed.

We work collaboratively with the family and school to assess the pupil's needs to determine future provision. If it is determined that Ash Grove School will offer the best outcomes for pupils in the long-term and the parents/carers agree to long-term placement with us, decisions will be made regards future schooling in the best interests of the child.

Pupils can be placed at one of the following centres:

Centre	Demographic	Route in
New Kershaw Centre	Year 7 – Year 11, SEMH needs	Referral, PEX, SEN consultation
Park House	KS3 and KS4 – GCSE outcomes for anxious, EBSA, SEND, Medical Need	Referral on the basis of Medical Need or SEN

	pupils or those with an EHCP. Nurture pupils	(allocation through Section 19 panel)
--	--	---------------------------------------

Where admission is required as a Bury resident who is at significant risk of permanent exclusion from a Bury school, the child's current school can refer for an Alternative Provision place at the school, where there is capacity. This will be charged back to the school commissioning the place at the agreed day rate.

The child will remain on the roll of the school in the hope that they may return if appropriate. This will be reviewed on a half-termly basis and may include a formal EHCP assessment of the pupil. Following a success of an AP place, the pupil could:

- Follow managed move protocol and become a single roll pupil at Ash Grove School
- Return to their mainstream school setting.
- Follow managed move protocol back to another mainstream school.

If you feel your child would benefit from a place at Ash Grove School, you need to discuss the matter with your child's current school.

SEND Places

Ash Grove School collaborates closely with the Local Authority and their SEN Team to meet the needs of children in Bury who have SEN Support or an EHC for Social, Emotional, Mental Health as their primary need. As part of our commitment to meeting SEMH needs in the borough, we offer places to the SEN team, where appropriate and when we assess that we can meet the need. This process follows formal consultation, as per the guidelines in the SEN Code of Practice and requires full parent/carer consent.

Ash Grove School will meet the SEN Code of Practice regulations and respond to SEN consultations within 15 days of a received consultation.

Ash Grove School is supported by the Local Authority to accommodate up to 40 places for pupils with an Education, Health Care Plan.

Medical Need place

Ash Grove School supports the placement of pupils with Medical Needs in Bury Local Authority. Those with a Medical Need and absent from school for more than 15 consecutive days will require education. These pupils will be brought at a Local Authority maintained panel to look at the suitability of provision in the authority against the evidence given; Ash Grove School is part of that offer through our Park House provision.

The Local Authority supports Ash Grove School to accommodate up to 16 places for pupils with a Medical Need.

Complaints Procedure

Any complaints regarding this policy should be dealt with in accordance with Oak LP complaints procedure.

