

## **Admissions Policy 2017/18 Entry**

Horizons is an innovative 6th Form run by St Martins School. The provision is for students from Derby city and other authorities, with a statement of SEND or EHC plan. Horizons offers a one or two year course for young people who need additional support to access further education and work training.

The course is fully accredited with a range of work related opportunities and experiences.

The Local Authority has allocated 30 places in the provision.

24 Places are available for students on our H2 pathway located in the Guildhall Market in Derby City Centre

6 places are available on our Skills For Life pathway based in St Martins School.

## **Application Process**

There will be information events held throughout the academic year and all interested parties are encouraged to attend. This will be an opportunity to discuss the provision with members of the Horizons staff.

## **Entry Criteria**

All applicants must have a statement of SEND or an EHC plan in place at the time of application. The types of Special Educational Needs that our students might characteristically have:

- Moderate Learning Difficulty (MLD)
- Complex Learning Difficulty (moderate learning difficulties/ MLD made more complex by other attributing factors i.e. behaviour, speech disorder, medical condition, physical disability etc.)
- Autistic Spectrum Disorder (ASD)
- Severe Learning Difficulties (SLD)

### **All students must meet the follow Criteria:**

#### **Academic:**

- To apply for a place at H2 applicants must be working at a level at least equal to Entry Level 2 in either Maths or English.
- To apply for a place within our Skills for Life provision at St Martins School applicants must be working at a level below Entry Level 2.

**Attendance:** Applicants to Horizons are to have at least 90% attendance in their current year at school.

**Independence:** All applicants are to have the potential and commitment in

learning to function independently including travelling to and from work or college placements.

**References from Y11 staff:** We will request references from previous school or college regarding engagement from applicants; with learning and conduct in their setting.

Applications are taken from Y11/Y12 within Derby City and surrounding areas.

## **Process for Application**

1. All applicants are advised to attend a Horizons Open Day or event to discuss the provision and suitability for applicant.
2. Following the Annual Review of their statement or EHC plan, all applicants must complete and send in an application, which can be accessed on the Horizons website: <http://www.horizons6thformderby.co.uk/> or can be attained by calling the school office on 01332 571151 and requesting an application form.
3. Once the application forms have been received, we will write to parents/carers to arrange an initial meeting between the applicant and a member of the Horizons staff. It is essential for parents/carers to attend this meeting with the applicant as the outcome of the meeting will be important when making a decision to offer a place on one of the pathways. Not attending the initial meeting could result in the applicant being denied a place on the course.
4. After the initial meeting the applicant should receive a decision regarding an offer of a place.
5. A place will need to be accepted and confirmed by the date stated on the offer letter. Places can be released to other applicants that are on the waiting list if places are not confirmed. It is advised to call to check receipt of confirmation with the school or get proof of posting.
6. Places may be offered on a trial basis half-term or one term if attendance or engagement patterns have been an issue in previous school.
7. In cases of oversubscription we can offer applicants a place on a waiting list. Places will be released as and when they are available. Places will be allocated on the waiting list in order of oversubscription criteria.
8. If a place is not offered to your child and you are not happy with the decision please refer to the Horizons Admission Appeals Procedure.

## **Oversubscription**

Horizons is a very popular provision with a limited number of places. When the number of applications exceed the number of places we have to apply our oversubscription criteria. All applications will be screened against this criterion when deciding who will be offered a place. We will take into account the following:

- Attendance – in order to make the most of the programme offered to the applicant we need to make sure the applicant has had a positive attendance pattern.
- Engagement with previous school attended – the students are expected to be able to engage with the programme fully and be committed to becoming as independent as possible with initial support. The programme expects students to attend off-site provisions eventually unsupported by Horizons staff.

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