

The Christian School (Takeley)

DFE No. 881/6041

Registered Charity No. 1148518

Company Limited by Guarantee No. 8165830



Policy: the admission of, and charging fees, for pupils with Special Educational Needs and policy on charging and transitioning pupils between Key Stages who after admission develop special educational needs

Reasons for Policy

The school does not employ a Special Educational Needs Coordinator (SEN Co) but coordinates SEN provision through an SEN Team. SEN are needs that require interventions outside those for the general class. A child has an SEN if they need interventions to enable them to be in the class. These include children who are not making the expected progress and are on a catchup programme developed through Individual Education Plans (IEP).

Policy

1. Children with an Education and Health Care Plan (EHCP) in place, where the need is educational will not normally be admitted to the school if, for the EHCP to be applied, there would have to be a tribunal. The fact that we do not employ a SEN Co would not support our case to have a child with an EHCP where the need is educational.
2. If a child's needs are behavioural or there is a risk attached, we would have to assess this according to the dynamics of the building, the needs of the children already here and whether reasonable adjustments could be made. As a principle, so as not to discriminate, if the behavior would result in us excluding a pupil not on an EHCP we would not admit that pupil.
3. As we do not have a SENCO, if in our assessment on application, there would be an additional administrative burden which would have to be born by the SEN Team which is not reasonable, a place would not be offered. This would be the case at the transition between Key Stages if it became apparent the school was not able to reasonably meet the child's needs.
4. As a matter of planning, from Year 6 upwards, we limit the number of pupils on an IEP in any one year group to no more than 3. This could be less, depending on the needs and the number of pupils in the group. Pupils already in the school will be prioritized.
5. If a child applies to the school with an IEP in place, there will be an additional charge equivalent to 10hrs of planning time and small group work. The rate will be determined annually, charged termly and reviewed each term. This charge will be applied to all children with IEPs where extra teaching is needed and this will be assessed and reviewed up to Year 9 as part of the IEP review process. Any child entering the school with an IEP from their previous school where hours were allocated or small group work required, will be charged on entry until we can assess the extent of the individual support needed. Pupils in Year 10 and Year 11 are already taught in small year groups and the fee reflects this, so no charge is levied here.

Summary

Pupils will have an EHCP if their needs are complex, so the above does not preclude us accepting children with additional needs, but in the interest of transparency states our position and the decision-making process.

The policy to charge families is made explicit here and is not a change to our existing policy. Obviously, the final say on fees is the decision of Trustees and any fee charged would reflect the ability of families to pay.

Created Wednesday, 21 June 2017

Applied 10th November 2017