**Admissions Statement**

Haybrook College is an Alternative Provision academy that supports Slough residents, and those living in neighbouring boroughs, to access education if they have been permanently excluded or are at high risk of permanent exclusion. There are 4 ways a pupil can be referred for admission to Haybrook College, which are detailed below:

**1-      Permanent Exclusion**

When a pupil who is normally resident within Slough is permanent excluded from mainstream secondary provision, the schools access officer will notify Haybrook College to provide 6th day education on their behalf.

**2-      Fair Access Panel Referral**  
  
When a pupil is new to Slough and a school place is sought by the local authority, the Fair Access Panel will consider the most appropriate school placement for the pupil, which can include Haybrook College. This might be as a long-term solution for pupils with a history of complex behaviour or a short-term assessment place. 

**3-      Secondary Inclusion Panel**  
  
When a slough pupil is at risk of permanent exclusion and the mainstream school feels it has exhausted every possible avenue open to it for behaviour modification, a referral to the Secondary Inclusion Panel (SIP) can be made. SIP is a multi-professional, multi- agency panel with a breadth of expertise and the key aim of preventing permanent exclusions. These places are restricted and will aim to offer intervention for 12 weeks. However, it is recognised that longer term placements may be required. The pupils will remain dual rolled with their mainstream schools until they return or complete their education. Referrals via this route can be made by contacting Paula Doneghan at fairaccess@slough.gov.uk. 

**4-      Pupils with EHCPs**

As an Alternative Provision (AP) academy we work hard to not have pupils with EHCP within the AP. However, we do have a small special school named Millside School for pupils with Social, Emotional and Mental Health (SEMH) difficulties. These places are allocated by following the consultation process outlined on the SEND Code of Practice. Formal application of places should be made through Slough SEND department on [\_sendteam@slough.gov.uk](mailto:_sendteam@slough.gov.uk), (for ease please copy in [sendconsults@haybrookcollege.co.uk](mailto:sendconsults@haybrookcollege.co.uk)). The application will be reviewed by our SENDCo and interview offered before a final decision is made. We very much aim to respond within the 15-day timeframe but sometimes more time is required to make a decision on whether we are best placed to meet a pupils needs.

We recognise that admission via any of these routes can cause worry and concern and endeavour to respond in a timely fashion to ensure that all interviews and placements are allocated at the earliest possible opportunity.