



Tuition, Medical and Behaviour Support Service

Admissions Policy

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Responsibility:	Greg Portman

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Introduction

The Service exists to meet the needs of students aged between 5 and 16 countywide, who cannot be taught in school for a while and require a short-term intervention. There are many reasons for this, recovering from illness, awaiting a new or special school placement, having been permanently excluded from school or needing to work in small groups rather than full sized classes.

Our key purpose is to provide a high-quality learning experience appropriate to the needs of the individual student. This will enable them to make good progress in their learning and personal development and restore self-confidence and enjoyment. We support the (re)integration back into the most appropriate education provision at the earliest opportunity.

TMBSS supports fair access to our provision.

Access to the Service

This is a referral led service. Places are on a commissioned basis.

- Shropshire Local authority commissions 156 places.

Primary

- There are 54 places for KS1/2 students at the Harlescott Education Centre. These places are accessed via the Inclusion Advice Forum or directly by the Education Access Service for those students who have been permanently excluded.

Secondary

- There 60 places for KS3/4 student at the Oswestry, Sundorne and Bridgnorth Centres. These centres cater for students with SEMH needs. They can be directly commissioned by schools or by the Education Access Service for those students who have been permanently excluded.
- There are 42 places for KS3/4 students at the Hook-A-Gate and Ludlow Centres for students with medical needs. They can be accessed via the Inclusion Advice Forum.
- **Hospital consultants** can make referrals for students who are too ill to attend school and are still accessing hospital treatment on a regular basis.

Induction Process

Once a placement has been agreed, the student and parents/carers will be invited to visit a centre to complete the admissions paperwork. A start date, timetable and an initial induction programme are agreed.

The initial induction programme includes baseline assessments and will be reviewed weekly. It is our aim to move a student to full time provision as soon as possible. Some students move onto a full-time timetable immediately. Some students receive a modified timetable and graduated exposure for an extended period of time.

- Reasons for a modified timetable may include:
 - Previous very poor attendance at school.
 - Medical advice.
 - High anxiety.

Modified timetables are reviewed regularly, with an aim to return to full time provision as soon as possible. Commissioners, Parents / carers and schools are kept fully informed of the programme.