

<p>CEDAR HALL SCHOOL ADMISSIONS POLICY <i>Revised and amended November 2023</i></p>
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The aim of this Admissions Policy is to establish a procedure to ensure the correct placement of children who are referred to Cedar Hall School in the future.

**All children admitted to the school have an Education, Health and Care Plan (EHCP).**

Cedar Hall School is designated as a school for pupils with complex learning difficulties who fall within the moderate learning difficulty range. Many of our children have not coped with a placement in mainstream school and require a placement where they will be offered a modified curriculum which concentrates on their specific needs.

Children with moderate learning difficulties often have associated problems which compound the difficulties they experience in school. These additional problems should not be the major factor which initiates a child's referral to Cedar Hall. Except in exceptional circumstances, the school is not intended for pupils with Profound and Multiple Learning Difficulties, Severe Communication Difficulties or Emotional and Social Difficulties.

Referrals to Cedar Hall should come through the Essex County Council SEND Operations Team. If a referral comes via another route, SEND Operations must be informed before parents are invited to attend an interview.

When the SEND Operations Team is aware of the pupil, the parents are invited to visit the school and to meet the Headteacher. Following the visit by the parents, the Headteacher may contact the pupil's present school to ask their views of a future placement at Cedar Hall. The School may also request that the pupil comes in for an assessment.

If a place is available, and if all interested parties believe that the needs of the child can best be met by a move to Cedar Hall, the decision to admit is made.

The school is regarded as full when one hundred and fifty six pupils are on roll. However a particular year group may be considered full at the discretion of the Governing Body when the total number of pupils on roll is below this maximum figure.

The school also reserves the right to admit extra children to specific class groups, even when the maximum figure has already been reached.

Review date: Nov 2024