



Admissions Policy



Approved by governors on: 10.01.25

Signed by Chair of Governors:

A handwritten signature in black ink, appearing to be 'A. P. Hill', written over a white background.

Head Teacher: Elizabeth Hopewell

Date for review January 2026

Vision Statement

We aim to create a safe, happy and nurturing environment for all our children!

Mission Statement

The Orchard School strives to provide the best quality teaching and learning with an inclusive and personalised curriculum, where all achievements are celebrated.

Provision

The Orchard School is a 147 place provision for pupils identified as having severe and complex Special Education Needs and Disabilities (SEND) from age 4 – 11 (Reception to year 6). The School is committed to providing a nurturing, challenging, high quality teaching and learning environment in a supportive multi-cultural setting. Our curriculum is highly differentiated and personalised to individual children to provide for their needs. This is supported by a team of multi-agency workers which includes, speech and language therapists, occupational therapists, physiotherapists, teachers of the visual and hearing impaired, educational psychologists and the community nursing team.

We are able to provide education for pupils deemed to have the following:

- Complex, Profound Learning Difficulties
- Profound and Multiple learning Difficulties
- Profound/Severe Learning Difficulties and Autism
- Severe Learning Difficulties with Physical and / or Sensory Disabilities
- Severe Learning Difficulties

A child may be eligible for a place at The Orchard School if they meet the following criteria:

- The needs of the pupil are within the categories above.
- They have an Education & Health Care Plan (EHCP) agreed by Sandwell LA which specifies one or more of the categories of severe and complex Special Education Needs above.
- The needs of the pupil can be met within the school's resources without adversely affecting any other learner currently attending.
- The school has a vacancy

Admission Process

Sandwell Local Authority (L.A.) is the Admissions Authority for The Orchard School. Children are referred to the School in consultation with the LA. The views and opinions of those agencies and professionals who know the child will be sought to help determine whether The Orchard School is an appropriate placement.

The LA, in liaison with the School will make the final decision relating to the placement of the child.

The LA will write to the parents of the child notifying them of the decision.

If appropriate, transition visits will be arranged for the child if a place is offered.

Any independent approach from a parent or another school will be referred to Sandwell Special Educational Needs team to enable the above process to take place.

Families will have had the opportunity to visit the school prior to their child being admitted.

Pupils are accepted into The Orchard School at any point during the school year if a place is available.

Assessment Placements

In exceptional circumstances it may be difficult to determine the child's level of need. Where necessary the LA may request the School admit a pupil on an assessment placement in order for the child's needs to be determined. As part of the assessment process the School will work with inclusion support and external agencies to produce a report detailing the individual needs of the child. This report will outline the outcome of the assessments undertaken as well as the school's view on the suitability of its provision.

For further information you could contact the following:

Sandwell School Admissions: <http://www.sandwell.gov.uk/schooladmissions>

Sandwell SEND Information, Advice and Support Service:

<https://www.sandwellsendiass.co.uk/>