



Linden Lodge School

Provider of specialist education since 1903

Title:	Admissions Policy
Type:	POLICY

Review Cycle Frequency:	1 year
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Lead Staff:	Co-Headteacher
Support:	Admissions Team

VERSION CONTROL:

Version No	New document or reasons for revision	Agreed by	Date
1	Migration to new document version control system	Office	April 2021
2	Lead staff updated		Sept 2022
3	Reviewed		Autumn 2023
4	Reviewed & updated	Admissions Team	Spring 2025
5	Reviewed & updated	Admissions Team	Spring 2026
6	Updated	Admissions Team	Summer 2026

LINKED INTERNAL DOCUMENTS:

Equalities Statement
Equality, Diversity and Community Cohesion Plan
Residential Statement of Purpose
Safeguarding and Child Protection Policy
School Accessibility Plan
Supporting pupils at school with medical conditions
Therapy Policy
Waking Day Curriculum Policy

LINKED EXTERNAL DOCUMENTS:

- SEND code of practice: 0 to 25 years 2014
- School Admissions Code 2021
- Children and Families Act 2014

Equalities Statement:

We have carefully considered and analysed the impact of these policies on equality and the possible implications for people with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

Requests for Paper Copies:

If you require this policy in a different format e.g. print or braille please contact co-headteachers@lindenlodge.org.uk

Wellbeing statement of commitment

We are committed to providing a healthy working environment and improving the quality of working lives for all staff and students. The wellbeing strategy aims to support our mission, core values and freedom of thought and expression, freedom from discrimination and the recognition that our community is our greatest asset. For further information on our school's commitment to wellbeing, please see the Mental Health and Wellbeing Policy and Strategy document, or visit our school website.

Rights Respecting School

The United Nations Convention on the Rights of the Child (CRC) brings together a range of rights that all children aged under 18 are entitled to, no matter who they are or where they are born. These rights ensure that all children are given the support they need to develop and reach their potential and are protected from harm.

As a Rights Respecting School, Linden Lodge has embedded children's and young people's rights in our practice and ethos. This policy is specifically linked with the following CRC Articles:

Article 23: You have the right to special education and care if you have a disability, as well as all the rights in this Convention, so that you can live a full life.

Article 42: You have the right to know your rights! Adults should know about these rights and help you learn about them, too.

LINDEN LODGE DAY AND RESIDENTIAL SCHOOL ADMISSION CRITERIA

Linden Lodge is a day and residential school specialising in the education of children and young people with visual and multi-sensory impairment. Linden Lodge provides 160 day places for children and young people from 2-19 years of age.

We are committed to all aspects of education and promote the holistic development of each and every student. To realise this, we work in partnership with parents, carers and our student families to support each individual to achieve their full potential.

In addition to a vision impairment, multi-sensory impairment (or deafblind) many of our students have complex additional needs such which may include medical and learning needs.

Students at Linden Lodge School have an Education Health Care Plan (EHCP).

We have students from a wide area and offer residential provision. We offer boarding 4 nights a week Monday to Thursday inclusive. Residential placements can also be offered for 4 nights or less.

We welcome consultations at any point in the student's educational journey.

A number of students transfer to the school from mainstream schools and we offer a range of inclusion opportunities for pupils who need the highly specialist provision of a special school with an EHCP.

The admissions procedure

Student's families and carers are welcome to arrange a visit to the school. During the visit they will meet with a member of our Senior Leadership Team and have the opportunity to talk about their child/young person's special educational needs followed by a tour of the school. Please contact the school office to arrange a tour on 020 8788 0107.

All consultations for admissions are made through the student's Local Authority. Parents/carers wishing to apply for a place at Linden Lodge School should contact their Local Authority SEND team.

Once Linden Lodge receives papers from the consulting Local Authority, the prospective student will be invited to an initial assessment by a multi-disciplinary team to confirm the student's needs and to ensure that our provision is appropriate.

Following the assessment, the school will submit a formal response to the consultation to the relevant Local Authority. When making decisions the following points will be considered:

- whether the school is able to meet the student's needs as described in their EHCP.
- if a place is available within the appropriate age group/class/peer group
- that the placement is not incompatible with the efficient education and welfare of other students or the efficient use of resources.

Admission Appeals

Parents and carers have the right to appeal to the First Tier Tribunal (SEND) if they disagree with a Local Authority's decision regarding a placement.

Our provision

The education of students with sensory impairment is highly specialist and therefore we have specialist teachers, a specialist sensory curriculum and extensive specialist resources and facilities on our campus.

These include:

- QTVI, QTMSI, ToD, or teacher and appropriate specialist staff, will support the students
- Specialist curriculum modified for vision impaired students
- Annual Functional Vision Assessment (FVA) Suite and individual FV programme/Compensatory Skills Assessment (CSA)
- Annual Hearing Screening conducted onsite
- Full NHS standard Audiology Suite
- Core curriculum plus specialist extended curriculum for Art, Music and P.E.
- Weekly swimming / hydrotherapy with required risk assessment
- Positive Behaviour Support plan (PBS) & risk assessment, where appropriate
- All students receive an individualised manual handling assessment
- Individual programme based on EHCP outcomes
- Resources personalised to meet the student's vision, sensory and cognitive needs
- Access to a physical environment, both internal and external, modified for the vision-impaired
- Access to specialist resources for the vision-impaired (e.g. Objects of Reference, Braille) from our onsite Learning Resources Centre.
- Access to externally accredited qualifications
- Rebound therapy, where appropriate, and required risk assessment
- Liaison with external agencies (e.g. CAMHS, Social Care, EPS)
- Access to Creative Therapeutic Arts Team professionals, where appropriate
- Sensory rooms
- Student council
- Community links
- Careers profiling and work experience opportunities.
- Support from Mental Health Champions if required
- Educational Psychologist referral and assessment if required
- Onsite Pets as Therapy (PAT) dog

Our expectations for each student are high and we understand that each student with a sensory impairment has a unique diagnosis and learning profile.

We, therefore, offer a range of curriculum pathways each tailored to students' needs and abilities delivered through our departmental and specialist centres. A number of our centres are in separate purpose-built accommodation on site.

We want our students to reach their potential and achieve as much independence as possible. Every student has, in addition to their curriculum targets, personal goals to optimise their use of vision, hearing and other senses.