



Lake Haven School

Admissions Policy

2026/27

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Proprietors	Alexandra Marshall and Lindsay Taylor
Headteacher	Imogen Warwick
DSL	Sarah Hill
Nominated person responsible for this policy	Lindsay Taylor
Approved by	Alexandra Marshall
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1. Aims

Lake Haven School caters for children with an Education, Health and Care Plan (EHCP) where a child's main area of need is communication and interaction. They are usually diagnosed or on the pathway to being diagnosed as autistic, alongside anxiety, EBSA (Emotional Based School Avoidance) based around their neurodivergence and previous school based trauma. Lake Haven School has a strong inclusive ethos and welcomes all pupils who meet the admissions criteria regardless of race, gender or disability.

This policy aims to:

- Explain the **admission criteria** for the school
- Explain **the admissions process** at the school
- Explain the **induction process** of the school

2. Admissions

2.1 Admission number

The school is registered to accept a maximum number of 40 pupils, aged 7 to 16. The school accepts referral from Local Authorities from the surrounding counties and is located on the border of Leicestershire and Warwickshire.

2.2 Admission Criteria

A place will only be offered where there is a space within the appropriate year group and where the pupil meets the criteria set out below:

- Pupils will be aged between 7 and 16 years.

- All pupils will have an Education, Health and Care Plan (EHCP)
- The EHCP will specify that the pupil has ASC or is on the ASC pathway with their main area of need is communication and interaction
- Pupils may have sensory difficulties, learning difficulties and/or low attainment that are associated with their ASC and anxiety from being placed in a mainstream school
- Pupils may have specific learning difficulties, such as dyslexia, dyspraxia and dyscalculia.

Lake Haven is a very calm and nurturing space with strict guidelines on the children that we do admit for this reason, we do not cater for children that have overt Social Emotional Mental Health differences due to the fragile and vulnerable children that we already have on roll.

2.3 Admissions Process

Almost all pupils admitted to Lake Haven School will have been initially referred by their Local Authority (LA). If, after reviewing the information provided, the school believes that the pupil meets the admission criteria and the school can meet the child's needs, arrangements will be made for the initial admissions process to start. This includes:

- We review paperwork to see if we can potentially meet needs prior to looking around the school.
- The parents/carers visiting the school and introduction to key staff to have an opportunity to discuss key policies and the provision we offer.
- If possible, Lake Haven to visit the child, in their current educational setting or home if applicable, to secure the notion that the school can meet need.
- A discussion within the senior leadership team to ensure that we have the space, resources and facilities to meet the needs of the child.

2.4 Induction Process

Once all paperwork has been received from the referring local authority and transport has been arranged an induction period for the child will be established. This will be a bespoke package that may involve short visits, building up to full time dependent on the approach deemed best by the school, agencies involved and families.

3. Appeals

If your child's application for a place at the school is unsuccessful, we will inform the Local Authority. You can request this information if you wish.

4. Monitoring arrangements

This policy will be reviewed and approved by the proprietors every year.

