



Oak View School, Whitehills Road, Loughton, Essex, IG10 1TS

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Policy

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Review Due	September 2024

Oak View School is a specialist provision catering for pupils aged 3 to 19 who have significant, severe, profound and/or multiple learning difficulties. Our school sits within the Epping Forest School Partnership Trust.

Rationale

The admitting Authority is the Local Authority, Essex County Council, so all requests must be made through the County's Special Educational Needs Department.

Following a review of learning needs through the Educational Health Care Plan (EHCP), the local Authority will make a judgment as to where the needs of a pupil with special educational needs can be met. If the Authority feel that a pupil's educational needs can be met within our provision they will consult with the school. The school will consider the consultation paperwork to ensure it is an appropriate referral and that we can meet the pupil's needs within our defined provision; generally Band 4 and above. If this is the case and there is a space within a suitable peer group and a space within the school's overall capacity of 130 pupils; then the school may offer the Authority a possible placement.

At Oak View it is our policy to:

- Consider all Consultations sent through to the school. External Authorities should do this through Essex County Council's Statutory Assessment Team.
- Host visiting families and their connected agency representatives, so that they understand our provision and offer before deciding if we are the right school for their child.
- We work closely with families of pupils who are granted places within the school to support a smooth transition to Oak View.
- At the point of overall capacity, Oak View will offer placement for ECC pupils on the school waiting list. Other Authorities are welcome to consult at a later date.
- All our pupils will have an EHCP in place before placement.
- Oak View provision and curriculum is designed for learners with significant, severe, complex or multiple educational needs. We will consider consultations for pupils at Band 4 and above.
- Oak View protects the safety, wellbeing and integrity of educational provision of pupils already within the school by sticking to the maximum capacity number of the school (130).
- Oak View does not accept private paying pupils.
- Part time placements are considered when appropriate and within the capacity numbers.
- If a placement at the school is vacated and there is a suitable replacement pupil on the waiting list, Oak View School will inform the Statutory Team.
- Assessment places may be considered by the school, if we have the capacity to fulfill the process.