

Admissions Policy

2023

Belmont Park School is a day special school for pupils aged 10 – 18 years with an Educational Health and Care Plan (EHCP) for a wide range of social, emotional and/or mental health difficulties (SEMH) and behavioural difficulties within the London Borough of Waltham Forest. We have provision for up to 57 students throughout KS3 – KS5.

All pupils will have EHCP. In exceptional circumstances, the school may offer emergency places, where available, where an assessment has started.

Admission to the school for a full time place is via referral from the mainstream school to the Waltham Forest Special Educational Needs Panel (SEN Panel). If a referral is felt to be appropriate the school will convene an intake conference, which is a professional's meeting. This conference identifies a pupil's behavioural, social, emotional, academic and mental health needs and decides whether Belmont Park can meet them. Places are offered subject to suitability and availability. Belmont Park is then named on the student's EHCP. It is vital that the Parents/Carers feel they can support the ethos of the school and that this is discussed at an Admission Interview which involves the Parent/Carers, the pupil and the school.

All efforts are made to ensure that the Intake Conference and Admission Interview are carried out within three weeks of the initial referral.

If the Conference agrees that the pupil's needs cannot be met at Belmont Park the headteacher relays this information back to the Waltham Forest SEN Panel or referring LA.

Parents/Carers are entitled to refuse the place at Belmont Park School following an Admission Interview.