



## **Admissions Policy**

Updated Sept 2025

Review Sept 2026

# Contents

1. Introduction .....	1
2. Admissions Arrangements .....	2
3. Student Admission Numbers.....	3
4. Admission Procedures .....	3
5. Student Registration and Information Sharing .....	3

# 1. Introduction

Rowan Education is an Independent School for Key Stage 3 and 4 students who, for reasons of persistently disruptive or poor behaviour or other barriers to learning, are unable to remain in the mainstream setting.

The aim of the School is to promote inclusion, address barriers to attendance and learning and raise standards of behaviour and therefore achievement by proactive and individualised intervention.

Before coming to Rowan Education, students are likely to have experienced school attendance issues (some having been out of education for considerable lengths of time), social, emotional (SEMH) and/or behavioural difficulties. Those who will benefit from a placement at Rowan Education are likely to fall into one or more of the following categories:

- Students who have had, or are at risk of having, a fixed term or permanent exclusion.
- Students who are disaffected with mainstream education to such an extent that continuation of a full-time placement in their setting is no longer a positive option.
- Students who have social, emotional, mental health issues which are impacting on their education. This may manifest through negative and challenging behaviours or withdrawal from education and school life.
- Students who have been bullied, or have bullied others.
- Students exhibiting patterns of poor school attendance or non-attendance and cannot re-establish consistent attendance at their mainstream setting.
- Students who are disadvantaged and vulnerable due to a range of social circumstances (e.g. families experiencing risks such as poverty, substance misuse, domestic violence, mental health issues).

Most of our students will have (or be in the process of being assessed for) an EHCP (Education, Health & Care Plan).

The purpose of this document is to set out Rowan Education's policy relating to student admission and to demonstrate that such admissions will be fair, open and transparent.

## **The Policy will:**

- Offer schools and academies early intervention placements to meet the needs of disaffected and vulnerable students and those who are at risk of permanent exclusion, or who have been permanently excluded.
- Enable Rowan Education to provide a structured, stable environment which will ensure that we are able to meet the individual needs of each

student.

- Ensure a rapid response to consultation requests by Local Authorities.
- Support the aim of Rowan Education, which is to re-engage students with education and ultimately improve their life chances in the short, medium and long-term.

## **2. Admissions Arrangements**

Rowan Education will only admit students in line with this admissions policy and following appropriate referral from the relevant Local Authority, following consultation or, on occasion, from a mainstream school (if the student does not have an EHCP). We welcome students of all faiths, cultures, races and family backgrounds and are non-discriminatory in line with the [Equality Act \(2010\)](#) and our [Equality & Diversity policy](#). We will not discriminate on grounds of; gender, age, religion or belief, physical ability or disability, learning ability, other special needs or academic or sporting ability, race (including colour, nationality, ethnicity, family, cultural or linguistic background), sex, sexual orientation, gender reassignment, pregnancy, or maternity (Protected Characteristics) and Rowan Education will be run in accordance with all equalities law. We will admit KS3/4 students (aged between 11 and 16) years who have been referred into the provision through one of the referral routes set out below:

1. Named students on application from the Local Authority, in accordance with a *School Attendance Order after consultation with the Secretary of State*.
2. Referred by a maintained school or Academy when they have a duty under *Section 100 of the Education and Inspections Act 2006*.
3. Referral by the Local Authority where they have a duty under *Section 19 of the Education Act 1996*.
4. Referral by a maintained school under powers set out in *Section 29(A) of the Education Act 2002*.

*NB Rowan Education does not accept applications from parents/carers or self-referrals from potential students.*

### **3. Student Admission Numbers**

Rowan Education has a maximum student number of 25 places as an Independent School which, by law, cannot be exceeded.

### **4. Admission Procedures**

The referral procedure is as follows: -

1. Applications for a placement at Rowan Education can be made either directly by the mainstream school, or by way of consultation online through the Local Authority ECH Hub (which is the only route available for those students with an EHCP).
2. Rowan Education Senior Leadership Team (SLT) will consider the referral in the context of current School student numbers, the current school cohort and the needs of the student in question as demonstrated in their EHCP and any other documentation provided, and will discuss them with Commissioners and the student's parents/carers as indicated. They may ask for further information or clarification.
3. Should current student numbers be at the maximum allowed, we will not be able to offer a placement. We may also decide not to offer a placement on the following grounds:
  - a) Due to the age, ability, aptitude or SEN of the child or young person.
  - b) Because the attendance of this child or young person is deemed to be incompatible with the efficient education of others, or the efficient use of resources in the School.
4. The final decision regarding offering a placement rests with the Head and Business Manager.
5. Should a place be offered, the student and parents/carers will be invited to the School for a look-around.
6. Once placement has been agreed, admission can occur as soon as circumstances allow.
7. Referrals may be made at any time throughout the year.

### **5. Student Registration and Information Sharing**

Rowan Education will ensure that all students on roll are registered in line with [Section 434 of the Education Act 1996](#) by the maintenance of an accurate admissions register, which can be inspected at any time by the appropriate persons.