




Name of policy	Reviewed by	Signed	Date reviewed	Date for next review
Admissions	Jade Sloan		4/5/26	May 2027

Admissions Policy for Blackbird Creative Arts – Alternative Education Provision

1. Introduction

Blackbird Creative Arts Ltd is committed to providing high-quality, inclusive education that supports the personal and academic development of students in Key Stage 3 and Key Stage 4 (ages 11-16) who require an alternative educational provision. Our provision aims to offer a creative, flexible, and supportive learning environment for students referred by schools, parents/carers and local authorities.

This Admissions Policy sets out the process and criteria for accepting referrals into our alternative education provision.

2. Objectives of the Provision

The primary objective of our alternative education provision is to support students who may not be thriving in a mainstream educational setting. Our provision offers:

- A safe and supportive environment tailored to meet the individual needs of students.
- A focus on both academic and personal development.
- An opportunity for students to re-engage with their education through a creative and arts-based curriculum.
- Small class sizes

3. Referral Process

Referrals to our alternative education provision are accepted directly from schools, parents/carers and local authorities. The process is as follows:

Step 1: Referral Submission

Schools, parents/carers or local authorities wishing to refer a student

must complete the official referral form, providing the following information:

- Student's name, age, and contact details.
- Current and previous educational history.
- Reason for referral and the student's specific educational needs.
- Students complete safeguarding/child protection file sent securely.
- Relevant medical or psychological assessments (if applicable).
- Any behavior management plans or Individual Education Plans (IEPs) or Education Health Care Plans in place.

Step 2: Initial Assessment

Once the referral form is submitted, Blackbird Creative Arts will conduct an initial assessment to determine whether the provision can meet the needs of the student. This may involve:

- A meeting with the referring school or local authority.
- A discussion with the student and, where appropriate, their family.
- Reviewing any available reports or assessments.
- An observation of the student in their current educational setting (if applicable).

Step 3: Offer of Placement

If the assessment indicates that the provision is suitable for the student, an offer of placement will be made. The offer will include:

- The start date of the provision.
- Details of the curriculum and support services offered.
- The terms and conditions of the placement, including any expectations regarding attendance, behavior, and engagement.
- Any additional support needed (e.g., learning support assistants, specialist interventions).
- Blackbird Creative Arts will provide the referring school with written confirmation that all necessary safer recruitment checks have been carried out on our staff.

Step 4: Admission

Once the offer is accepted, an official admission process will take place, including:

- Orientation for the student and their family.
- Completion of necessary documentation (e.g., consent forms, safeguarding agreements).
- Establishing a personalized learning plan (PLP) for the student to ensure their specific needs and goals are met.

4. Eligibility Criteria

Students referred to our alternative education provision must meet the following criteria:

- **Age Range:** The student must be between the ages of 11 and 16 (Key Stage 3 and Key Stage 4).
- **Referral Source:** Referrals are accepted from schools, parents/carers and local authorities only.
- **Educational Needs:** The student should have specific needs that cannot be effectively met within a mainstream educational setting. These needs may include:
 - Academic disengagement or underachievement.
 - Social, emotional, or behavioral difficulties.
 - Medical or mental health challenges that affect their ability to attend or engage in mainstream education.
 - Short-term exclusion from a mainstream school.
 - Special educational need & disabilities (SEND), including those with an Education, Health and Care Plan (EHCP).

Commitment:

The student and their family must show a willingness to engage with the provision and work collaboratively with staff to address the student's educational and personal development needs.

5. Curriculum and Support

Our alternative education provision offers a personalised, creative curriculum that blends academic learning with artistic and practical activities. Key components include:

- **Core Subjects:** English and mathematics will be taught along with the arts programme and taught in a manner that caters to the student's individual needs.
- **Creative Arts:** A focus on performing arts, visual arts, music and other creative disciplines to re-engage students with learning.
- **Social and Emotional Development:** Focused support to improve behavior, mental health, and emotional resilience, including one-to-one mentoring and counseling where needed.
- **Vocational Options:** Opportunities for students to explore vocational qualifications or skills-based learning.
- **Enrichment Activities:** Activities designed to build social skills, teamwork, and self-confidence.

Additional support is provided based on the student's specific needs, including:
Additional support assistants for students with SEND or additional learning needs.

6. Attendance and Engagement Expectations

Students are expected to attend regularly and engage fully in their learning. We work closely with students, their families, and the referring agencies to ensure that barriers to attendance and engagement are addressed.

- **Attendance:** Regular attendance is crucial for students to make progress in their education. Absences must be communicated promptly by parents/guardians, and any issues regarding attendance will be addressed with the referring school or local authority. If an unexplained absence raises a safeguarding concern, Blackbird Creative Arts must (and will) inform children's social care and/or the student's social worker (if they have one), alongside the referring school.
- **Behavior:** Students are expected to follow the behavior policy of the provision, which focuses on respect, responsibility, and positive contributions to the learning environment.
- **Progress and Review:** Students undergo progress reviews half termly to assess their academic and personal development. Adjustments to their learning plan may be made based on their progress.

7. Parental and Guardian Involvement

We encourage active involvement from parents or guardians throughout the student's time at our provision. This includes:

- Regular communication with the student's named key worker or mentor.
- Attending meetings to review progress and set new goals.
- Supporting students with attendance, engagement, and behavior expectations.

We recognise that parental support plays a key role in the success of the student's educational journey.

8. Exclusion and Discontinuation of Placement

In cases where a student is unable to meet the expectations of the provision, or if the provision is no longer suitable for the student's needs, the placement may be reviewed and, if necessary, discontinued. The referring school or local authority will be consulted, and alternative arrangements will be made where possible.

Possible reasons for discontinuation include:

- Persistent non-attendance or disengagement.
- Failure to comply with behavioral expectations after intervention.
- A change in the student's needs that cannot be met by the provision.

9. Appeals

If a referral is not accepted, or if a placement is discontinued, the referring agency (school or local authority) or the student's parent/guardian has the right to appeal the decision. The appeal process will be handled transparently, and we will work with the relevant parties to resolve any concerns.

10. Contact Details

For further information or to initiate a referral, please contact:

Stanhope House
113-117 Stanhope Road South
Darlington
DL3 7SF
Email: blackbirdcreativearts@gmail.com
Phone: 07739 013819

Conclusion

This Admissions Policy ensures a fair, transparent, and consistent process for placing students into Blackbird Creative Arts' alternative education provision. We are dedicated to providing a supportive and nurturing environment to help students succeed academically, socially, and emotionally.

We will review the policy regularly to ensure it remains aligned with the needs of your students and the regulatory requirements in the area.
