

Olive Academies – North View

Admissions Policy

Document control table	
Title	Admissions Policy
Approved by	OA central
Updated and approved	February 2026
Date of next review	February 2027
Updates/revisions included:	New Policy

Contents

Contents	1
Introduction	1
1. Admissions Overview	1
2. Eligibility Criteria	2
3. Referral Process	2
4. Safeguarding	2
5. Decision-Making Process	2
6. Appeals.....	3
7. Review of Policy	3

Introduction

Olive Academies North View specialises in Social, Emotional and Mental Health (SEMH) needs. OA-North View provides alternative provision for pupils aged 11–16 who have experienced longstanding and complex barriers to learning. Our mission is to re-engage young people in education through a fully inclusive and personalised curriculum, delivered by highly qualified staff

in a safe and nurturing environment. OA-NoV complies with the School Admissions Code applicable to Alternative Provision.

This policy is written with regard to the Independent School Standards and statutory Alternative Provision guidance.

1. Admissions Overview

Admissions to Olive Academies North View are made through the Thurrock Local Authority Fair Access Panel. We do not accept direct applications from parents or carers. All placements are commissioned by Thurrock LA based on pupil needs and the suitability of our provision.

In accordance with statutory guidance and the local authority's Fair Access Protocol (FAP), OA-NoV works collaboratively with the Fair Access Inclusion Panel (FAIP) to ensure that children and young people with Special Educational Needs and Disabilities (SEND), who require Alternative Provision (AP), are placed in appropriate educational settings without delay.

The FAIP facilitates equitable access to education for pupils who are unable to attend mainstream school due to complex needs, exclusions, or other vulnerabilities. All decisions regarding placement into AP are made with consideration of the child's individual needs, safeguarding requirements, and the capacity of available provisions.

We are committed to:

- Supporting the local authority in identifying suitable AP placements.
- Ensuring that pupils with SEND are not disadvantaged in the admissions process.
- Working in partnership with families, professionals, and AP providers to promote continuity of education and positive outcomes.
- Our academy complies with the expectations of the Fair Access Protocol and contributes to the shared responsibility of placing pupils fairly and inclusively across the local area.

2. Eligibility Criteria

Pupils referred to Olive Academies North View typically meet the following criteria:

- Aged between 11 and 16 years.
- Have SEMH needs that require specialist support.
- May have an Education, Health Care Plan (EHCP) or be in the process of assessment.
- Have experienced exclusion or are at risk of exclusion from mainstream education.
- Require a personalised and therapeutic approach to learning.

OA-NoV will not be used as a default placement for pupils whose need require specialist SEND provision where such provision is more appropriate.

3. Referral Process

Referrals are made by Thurrock LA via the Fair Access Panel and the Fair Access Inclusion Panel. The referral must include:

- Completed referral documentation.
- Relevant educational reports and assessments.
- Safeguarding information.
- EHCP or SEN documentation (if applicable).
- Behaviour and attendance records.

4. Safeguarding

Olive Academies North View is committed to safeguarding and promoting the welfare of all pupils. All admissions are reviewed by the Designated Safeguarding Lead (DSL) to ensure the safety and suitability of placement. We comply fully with the statutory guidance outlined in Keeping Children Safe in Education (KCSIE).

5. Decision-Making Process

All referrals are reviewed by the Head of School, SENCO, DSL, and other relevant staff. Decisions are based on the pupil's needs, the capacity of the provision, and the ability to provide appropriate support. Referring agencies are notified of the next steps within 10 working days. If a pupil has an Education, Health and Care Plan (EHCP), the statutory admissions process and associated timeframes will be followed in accordance with legal requirements. OA-NoV supports reintegration where appropriate.

6. Appeals

If your child is not offered a place at OA-NoV, you have the right to appeal the decision. You should first contact Thurrock Council's Admissions Team to confirm the reason for refusal and request details of the appeals process. Appeals are heard by an Independent Appeals Panel, which considers both the school's reasons for refusal and your individual circumstances. You will need to submit a written appeal outlining why you believe the school is the best setting for your child. If your child has an Education, Health and Care Plan (EHCP), appeals must be directed to the First-tier Tribunal (Special Educational Needs and Disability), not through the standard school admissions appeal route. It is also advisable to secure a place at an alternative provision while the appeal is being processed, in case the appeal is unsuccessful.

7. Review of Policy

This policy is reviewed annually by the Head of School and Olive Academies Independent Schools Board to ensure compliance with statutory guidance and alignment with local authority commissioning requirements.