



Harrison College Ltd

Admissions Policy

Procedures and Protocol

- All Students admitted to Harrison College have an Education Health and Care Plan (EHCP) or have specific requirements for a SEND Support plan that can be met by Harrison College.
- On occasions, requests are received from Local Authorities to take students as part of the EHCP Process. This will be for a six-week period in the first instance and is subject to review in line with availability of places and resources, as well as the efficient and safe operation of the College.
- Occasionally the College will be approached by other Local Authorities to take students whom it is viewed that Harrison College can meet the needs of outside of the Doncaster Local Authority. As a Post 16 Education Provision, we reserve the right to judge whether the student's needs can be appropriately met at our facility. Once this has been deemed as an appropriate setting, relevant arrangements for the student need to be agreed before the student is able to complete enrolment at the College.
- The Principal of the College will receive formal requests for placements from the LA. The College will consider each case on individual merits to ensure that the student's needs will be best met within the College, and that the College has the space, staffing and resources to accommodate the student within its existing operational organisation.
- Parents/carers, prospective students, their tutors and supporting professionals are advised, and are welcome, to visit the College by prior appointment.
- Harrison College staff may make visits to both the student's school and family and, when appropriate, staff will be supported by medical colleagues and translators.
- Once admission has been agreed by the Principal, the College may visit the new student in their existing placement.
- The College may offer taster sessions prior to admission and is able to arrange phased transition if applicable.
- All Students admitted must adhere to the Harrison College Student Learning Agreement and the Personal Development, Behaviour and Welfare Policy. Failure to do so may result in students being removed from the College.