Admissions Policy (2026/27)

Document Control

This document is issued, controlled and impact assessed by the Leadership Team.
The latest version of the procedure will be maintained on the School Website.

Admissions Policy

Scope and Context of the Endeavour Provision

This policy aims to:

- Identify who the provision is suitable for
- Clarify allocation of places

This policy acknowledges the:

- Schools Admissions Code 2021
- Schools Admissions Appeals Code
- Schools Standards and Framework Act 1998

Endeavour Academy is an Alternative Provision Free School Academy, educating students in Key Stage 4, aged 14-16 years old who are experiencing Social, Emotional and Mental Health issues (SEMH). Endeavour Academy is located in the Willerby Grove site of East Durham College. Endeavour was created in order to further support the existing Alternative Education Provision of Durham and is informed by the Education Act (1996) which requires all local authorities to ensure pupils of school age receive an appropriate education and to identify those pupils who are not in receipt. The Endeavour Academy admissions policy and its principal purpose are aligned to Durham County Council's document, '*Ensuring that Children are Receiving a Suitable Education'* (2009- revised December 2013).

Endeavour Academy provides care and support to students who require a nurturing environment to enhance their learning experiences with core curriculum teaching in English, Maths and Science supplemented by a range of vocational courses teaching employability skills which prepare students for the 'world of work'. To support students to self- regulate, improve confidence and learn how to deal with the challenges they will face as adults our curriculum includes the teaching of resilience programmes and access to onsite counselling services. As a small school provision we have a higher staff to student ratio offering student support in class and enabling us to work closely with parents / carers to ensure the appropriate support and plans are in place to assist students to reconnect with education and prepare them for post 16 transition.

Endeavour will consider referrals for young people where school assessments and supporting evidence clearly demonstrate that there is a SEMH need which has impacted on or prevented success within mainstream schools and the young person would benefit from an alternative curriculum and vocationally based programme of study.

Endeavour Academy is not for students who display violent or aggressive behaviour.

Purpose

The purpose of this policy is to ensure that decisions to admit students are based on fair and transparent criteria, guaranteeing fair and equal access in regard to all applications for prospective students at Endeavour. This enables the Academy to provide education provision that best serves the community in which it resides, by working in collaboration with its commissioning schools.

Admissions Policy

Policy Statement

Admissions Number

For the 2026/27 academic year, the maximum admissions number will be 50 students in KS4.

In order to maximise group stability, applications will only be considered for Autumn Term 1 start dates. A commissioning school must begin the admissions process by the Easter preceding the September start. This is to ensure a managed move and smooth transition for the potential Endeavour student.

Students will be admitted to Endeavour from commissioning schools or other relevant responsible bodies who will be in Year 10 at the start of the academic year. This will be without reference to ability or aptitude, where places are available. Referrals for year 11 students will only be accepted exceptionally and in close consultation with the commissioning school and potential student's family.

Cost of Provision

The cost of a place at Endeavour will be **£9,250** per year payable in advance by the commissioning school at the point the young person is transferred to the Academy roll. This fee allows for smaller group sizes, discreet core and vocational provision and provides higher staffing ratios required to meet the needs of this student group.

Endeavour Academy do not provide transport. Transport arrangements and costs are the responsibility of the referring school and remain their responsibility for the whole duration of placement.

An annual review of charges will take place in March of each year and consider inflation and school budget setting. The school will always ensure value for money and aim to keep costs as low as possible. Where it is identified there is a need to increase placement fees, sufficient notice will be given and agreed by 31st May of each year. This may impact on those learners progressing to year two (2027/28). In this case, commissioned places already agreed under Service Level Agreements will have any increases capped at £500. As fees are paid in advance of placement, any increases agreed after admission would be charged at the beginning of the following academic year.

In exceptional circumstances agreements may be made for students to remain dual registered with the referring body for example where a young person begins Endeavour after the January census in Year 11, the young person will remain dual registered with the referring school and examinations and achievement data will be recorded on the school performance outcomes.

In year 1 of the referral, Endeavour Academy will also reclaim associated costs such as AWPU and Pupil Premium from the referring school which will be on a pro rata basis. These costs will be backdated to point of admission and will be inclusive of taster and trial periods. Where students entering the school are in receipt of top up funding within their current school then this will also be allocated to Endeavour on top of placement costs and AWPU. It may be the case that in this instance students will not transfer onto Endeavour roll until the top up funding is agreed payable direct to Endeavour from the LA. In this instance they will remain dual registered until this is resolved.

In some instances where a student has a very particular need, for example one to one support, then Endeavour reserves the right to charge an additional fee to mitigate these additional costs. These will be agreed with the commissioning school as part of the admissions process.

Where a trial is deemed unsuccessful a charge of £60.00 per day of attendance will be reclaimed.

Application to join Endeavour Academy

Applications for places at Endeavour Academy will originate from three sources:

- Direct from Local Authority via SEND Panels
- From Referring Schools and Academy Trusts who purchase privately funded places directly from the Academy and who agree to the signed Service Level Agreement.
- From Commissioned Schools who have a formal agreement to purchase an allocation of places on an annual basis.

The process of application

- Young people will be identified by their respective schools and referred to Endeavour during Spring Term with students and parents / carers in agreement that referral is in the best interests of the student and that information can be shared with Endeavour Academy.
- Completed referral paperwork and risk assessment sent to the relevant admissions panel.
- Discussions and visits to the referring schools will be arranged during Spring Term 2.
- Referral paperwork is discussed at Endeavour Academy Admissions Panel following which applicants will be invited to visit. The guiding principle of placing the student at the heart of the decision-making process is extended to parents / carers and if everyone is in agreement that the provision is suitable and can meet the needs of the young person in question, then taster sessions will be formally offered.
- Endeavour Academy offer a 30-day trial period during which time transition and assessment activities will take place. At the end of this period, if all involved are in agreement and there is evidence of a successful trial, an offer of a conditional place will be formally made and the student will officially transfer school roll once all required paperwork, student files and exercise books have been received.
- The success criteria for acceptance will include; attendance and positive progress in relation to behaviour for learning. Students will remain on the commissioning schools roll until the end of the trial period.
- Endeavour Academy does mix academic and vocational curriculums. Students are expected to study a vocational pathway alongside the delivery of the core curriculum offer where the emphasis is on enrichment and employability skills rather than vocational and occupational areas of interests.
- Parents meetings and review sessions are held throughout the academic year with dates displayed in advance on the school website.

When a commissioning school wishes to refer a student to Endeavour Academy, this will constitute an in-year transfer and as such the arrangement will be controlled by Durham County Councils' In-Year Fair Access Protocol. The referral form (Appendix 1) must be completed by the commissioning school in full and sent to the designated manager within the Endeavour provision. The referral form covers:

- prior academic attainment including reading age
- target grades and performance in relation to these
- current subjects and course being studied, along with current performance and relevant accreditation details
- special educational needs and relevant interventions accessed by the student
- outside agencies that are involved with the family and impact of these interventions
- attendance and punctuality data
- a record of significant behaviour incidents, including non- permanent exclusions
- details of any incidents of aggression that could pose a risk to the student themselves or others.

How Places Are Offered

Endeavour Academy provide education for students in KS4. Applications will only be accepted from students in year 9 of the academic year preceding the September start. Places will be offered to those young people whom Endeavour Academy considers evidence a need for SEMH support and who will most benefit from the specialist provision and nurturing environment on offer.

On receipt of a completed referral, the following key questions will form the basis for the next stages of the admission process:

a) Are places available within Endeavour Academy in accordance with the admission numbers as detailed earlier in this policy?
b) Can Endeavour Academy develop a suitable education which will meet the needs of the referred student based upon the outcome of interview and evaluation of data held within the referral form?
c) Has at least one application meeting taken place with the students' parent / carer, with the necessary initial advice and guidance being part of this meeting?
d) Has a representative from Endeavour Academy reviewed the young person's latest school report / risk assessment and other relevant information?

Referral forms are scrutinised carefully by the Senior Leadership Team who are responsible for the Academy.

If places are available and it is agreed that the needs of the student can be effectively met, a meeting will be arranged in which the prospective student, their parent / carer, a representative from the commissioning school and any relevant outside agencies are invited to attend.

The purpose of this meeting is to provide the opportunity for:

- The prospective student and parent / carer to be familiarised with Endeavour Academy and its location.
- Any questions that the student or parent/carer may have to be answered and any concerns raised with commissioning schools.
- Discussions regarding the curriculum offer, including the Resilience programme of learning and expectations relating to behaviour and attendance.
- Clarification and confirmation that the young person will benefit from attending Endeavour Academy and can demonstrate commitment to participating with the programme.
- Potential start dates to be discussed and agreed.

Oversubscription Criteria

Where there are more applications for places than are available the referring body will be informed and the next steps discussed with the Admissions Panel.

Appeals

Where a place is not offered, parents and schools will be informed of the decision with reasons that refer to the allocation of places criteria. Parents / carers have the right to appeal against the refusal of a place within Endeavour Academy, should they apply and be denied. Those wishing to appeal must make their appeal in writing within ten working days of receipt of refusal. Following receipt of the appeal, the following process will be implemented:

- The appeal is heard in the first instance by the Head of School for Endeavour Academy. A written decision, including a rationale for it, will be shared within ten working days of the appeal.

- If the issue is not resolved following this stage, parents / carers have the right of final appeal. The external panel appeal details, as well as advice and guidance of how to appeal to the panel will be sent to parents / carers in this instance. An independent and impartial appeals panel will be convened clerked by an individual with an understanding of the current schools' admissions appeals process. This panel will be chaired by an authoritative and suitably experienced person who is external to Endeavour Academy. The panel will consider in making its decision the criteria used for the allocation of places, the written appeal and any additional relevant evidence.

- The final appeal decision will be shared in writing to the parent / carer within ten working days of the panel hearing.

Monitoring Effectiveness

The number of students on roll and, number and reason, for unsuccessful appeals will be reported to the Academies Trustees each term, along with advice on any implications, this may include feedback from commissioning schools and parents.

The progress of students who have been transferred to Endeavour Academy will be shared with their school of origin as both a matter of professional courtesy and an example of good practice.

Supporting Documents & Records

The policy should be read in conjunction with the following policies: Special Educational Needs, Health and Safety (including risk assessment guidance), Teaching and Learning, Safeguarding, Equality and Diversity and Behaviour.

The referral form for initiating and informing transfers between commissioning schools and Endeavour Academy is located in the appendix to this document.