

Aya College

Admissions Process for Aya College

(Independent SEBD Provision for Ages 10–18)

At Aya College, we understand the complex needs of children and young people with Social, Emotional, and Behavioural Difficulties (SEBD). Our admissions process has been designed to ensure a thorough assessment of each applicant's needs and a smooth transition into our therapeutic and educational environment.

Step 1: Initial Referral and Enquiry

Referrals can be made by local authorities, social workers, schools, or other professionals involved in the young person's care and education. Parents and guardians can also make direct enquiries.

- **Required Documentation:**

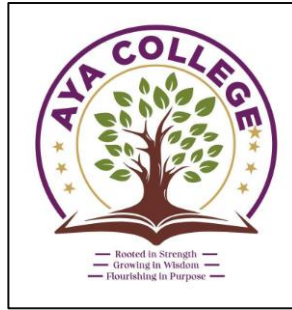
- Completed referral form.
- Most recent Education, Health and Care Plan (EHCP) (if applicable).
- School reports, Individual Education Plans (IEPs), or behaviour plans.
- Reports from any other professionals involved, such as CAMHS, social workers, or therapists.
- Any relevant risk assessments and incident reports.

Once all necessary documents are received, our admissions team will conduct an initial review to determine whether Aya College is a suitable placement for the young person.

Aya College, Holly Lodge, 16 Edith Road, London, SE25 5PQ

Tel: 020 8544 5102 **Email:** contactus@ayacollege.co.uk

DfE number: 306/6024



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Step 2: Initial Consultation

If the referral is deemed suitable, the admissions team will arrange a consultation with key stakeholders, which may include:

- The young person and their family/carer.
- Representatives from the local authority or referring agency.
- Professionals involved in the young person's care or education.

This meeting provides an opportunity to:

- Discuss the young person's needs, strengths, and challenges.
- Explain the provision and therapeutic approach at Aya College.
- Answer any questions about the placement.

Step 3: Assessment Visit

The young person and their family/carer will be invited to attend an assessment visit at Aya College. During this visit, the young person will have the opportunity to:

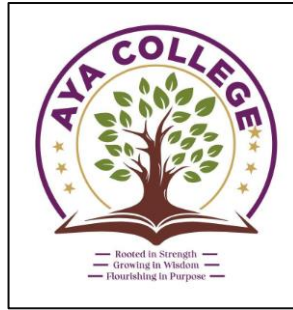
- Tour the facilities and meet staff and peers.
- Participate in a short assessment session to help identify their academic, social, and emotional needs.

Our staff will observe and interact with the young person during the visit to gain further insight into their needs, behaviours, and suitability for the placement.

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Step 4: Admissions Decision and Offer of Placement

Following the assessment visit, the admissions panel will review all gathered information and make a decision. If a placement is offered:

- A formal offer letter will be sent to the referring agency or family.
- The offer will outline key terms, including agreed support plans, fees, and the initial 14-day settling-in period.

Step 5: Settling-In Period (14 Days)

The young person will begin their placement with a **14-day settling-in period**, designed to help them adjust to the new environment and allow staff to undertake a more in-depth assessment of their needs.

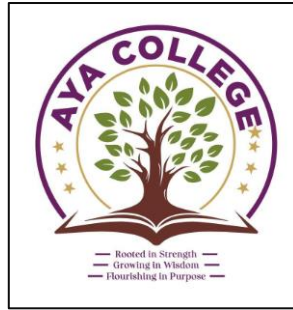
During this period:

- The young person will receive tailored support to ease their transition.
- Staff will complete a full baseline assessment, covering academic ability, social-emotional needs, and behaviour management strategies.
- Observations and interactions will help inform the development of an Individualised Education Plan (IEP) and Behaviour Support Plan (BSP).

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At the end of the 14-day period:

- A progress review meeting will be held with the young person, family/carer, and referring agency to discuss observations, any challenges, and next steps.
- A decision will be made on whether the placement should continue on a long-term basis.

An **initial invoice** for the 14-day settling-in period will be issued upon commencement of the placement.

Step 6: Ongoing Placement and Support

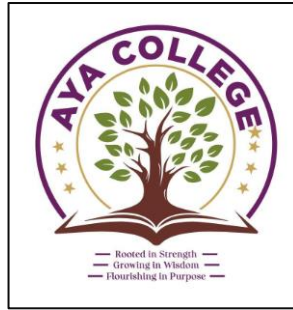
If the placement proceeds beyond the settling-in period, the young person will be fully integrated into the Aya College community. This includes:

- Access to the National Curriculum, therapeutic interventions, and vocational programmes.
- Regular progress reviews with the young person, family/carer, and referring agency.
- Continued collaboration with multi-disciplinary professionals to ensure the young person's needs are fully met.

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Additional Notes

- AYA College is committed to providing a flexible admissions process. Adjustments can be made to accommodate the specific needs of the young person or referring agency.
- In cases where a placement is unsuitable, AYA College will provide recommendations for alternative provisions.

For further information about the admissions process or to make a referral, please contact The Admissions Team @ admissions@ayacollege.co.uk.

This structured and supportive admissions process ensures that every young person joining AYA College is given the best possible start, setting the foundation for their personal, emotional, and academic success.

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