

Access to Meadowbrook College KS3 and KS4 provision for non-statemented students is through North, West, Central and South area In Year Fair Access Panels. Detail information about all Meadowbrook's provision is available on our website (www.meadowbrook.oxon.sch.uk) or at the end of the phone (01865 253198)

KS4 Provision (for advice about appropriate/inappropriate referrals please see 'Referral criteria/student admission profile' on page 6)

a) Long term KS4 Programme placement, non-statemented students

- KS4 long term provision will be allocated by each IYFAP with each area currently allocated the following number of places: North & West 18, South 18, Central 26.
- Following the IYFAP agreement to allocate a long term KS4 placement the IYFAP/Meadowbrook referral form and risk assessment (where appropriate) will need to be submitted to Meadowbrook before provision can start. The referral form and risk assessment should be completed by the 'exporting' school and routed through the SIO.
- Where a pupil is still on a school roll the school will be expected to discuss referral and transfer to Meadowbrook with Parents and pupils, gaining permission, support and commitment as a positive step towards meeting pupil need.
- Meadowbrook will ensure that the SIO and schools (via IYFAPs) are kept fully apprised of both the number of places allocated to each area and the progress of pupils.

b) Long term KS4 Programme placement, statemented students

- Statemented students are not routed through IYFAPs in the same way as non statemented students. 12 Meadowbrook KS4 places have been made available for statemented KS4 students through the LA LDD SEN team. It is intended that these places are to support statemented KS4 students currently in mainstream schools. These are additional to the KS4 places allocated through area IYFAPs.
- Meadowbrook has capacity to support 4 SEN KS4 places from the West Bar Centre, Banbury and 8 from the Harlow Centre, Oxford. Note placement locations are not easily transferable between North and Oxford/South due to staffing allocations
- To access one of the places allocated to statemented students LA SEN officers should:
 - a). Complete an IYFAP/Meadowbrook referral form and a risk assessment, if appropriate. (Available from LDD SEN/Meadowbrook link officer, this is the same as for IYFAP)
 - b) Discuss referral with area SEN team leader (to check appropriateness/suitability inc. risk assessment, SEN review, availability of places, prioritisation, etc).
 - c). Agenda case at 'Complex Cases' meeting for discussion and decision following consideration of student needs, risk assessment and location/travel and costs. Complex Case meetings will be responsible for allocation of the 12 KS4 Programme long term places for statemented students. Normally such students will be from mainstream school. In rare cases where a students from special school is allocated a KS4 Programme place consideration of any additional resource need will be undertaken and agreed by the appropriate SEN Area Team Leader, Meadowbrook Head Teacher and Meadowbrook LA Lead Officer before the placement starts.
 - d) LDD SEN/Meadowbrook link officer will forward IYFAP/Meadowbrook referral form and risk assessment to Meadowbrook and confirm placement with Meadowbrook staff (Note: Meadowbrook staff will need to look at referral for issues from Meadowbrook perspective before confirming placement and identifying a start date).
 - e) SEN officer can then confirm placement with student and parents/carers and liaise with Meadowbrook staff to arrange introduction admission.

c) Short term KS4 Programme placement (statemented and non-statemented students)

- 6 KS4 places have been designated 'short term' by the LA. These places are protected in order to ensure provision is available to meet LA responsibilities for 'Day 6 provision' (permanently excluded students). When available and appropriate, these places can also be accessed to make provision for high level needs pupil without provision (statemented, non statemented, and/or LAC).
- The following will apply to all short term KS4 placements:
 - **Short term placement will be for a maximum of 6 weeks (30 school days).** (Note throughput of students is essential to create capacity for priority casework)
 - **IYFAP's will be responsible for identifying the next placement in order for provision to be available after 30 days.**
 - 2 places will be based in the North Area, managed from the West Bar Centre and 4 places shared between Oxford and South Areas, managed from the Harlow Centre.
 - PEX pupils and LAC pupils without provision will always be priorities for short term places (to reduce LA exposure to any adverse consequences of not meeting 'Day 6 provision' requirements and support good practice for LAC cases without provision)
 - Places will be allocated by date of PEx on a first come first served basis, however, the short term provision managed by the West Bar Centre will generally be used by the North Area because of location/distance.
- Decisions about access to short term places will be made by agreement between the respective area SIOs and Meadowbrook staff. For statemented mainstream pupils SIOs will also liaise with the SEN link officer. In such cases it is essential that an effective level of communication is maintained between SEN and SIOs
- The standard IYFAP/Meadowbrook referral form and risk assessment (where appropriate) will need to be available to Meadowbrook staff before any direct intervention is made.
- Meadowbrook will prepare a transition report for all pupils as they move onto long term placement and provide reintegration support where requested (up to 10 hrs over 2 weeks)
- Meadowbrook will ensure that the SIO and schools (via IYFAPs) are kept fully apprised of both the number of places allocated to each area and the progress of pupils.

d) Part Time KS4 Alternative Provision

Meadowbrook offers a range of part-time alternative provision available on both a long and short term basis. Provision is generally developed in response to needs identified by schools and places are usually chargeable. Details about all current part time provision is available on the Meadowbrook website (www.meadowbrookcollege.oxon.sch.uk) or direct call 01865 253198.

KS3 Provision

Meadowbrook will be operating three distinct KS3 provisions from January 2015

a) The Discovery Programme, an up to 8 week, full time, off-site placement, based at the Orchard Centre, Abingdon

- This provision will target pupils who have been permanently excluded from mainstream school, or who are at significant risk of exclusion from mainstream school. It is envisaged that appropriate pupils will have already experienced a full range of preventative strategies, including 'On Course' provision. Key features of the provision will focus on:
 - Assessment for next placement
 - Social and emotional development of pupils
 - Academic and learning skills development
 - Work with parents/carers
 - Preparation and integration support into next placement

- The length of Discovery placement will vary in relation to the needs and progress of each pupil but **no pupil will exceed a total placement length of eight weeks** (not including a reintegration period of up to 2 weeks). The length of provision is important if a balance is to be achieved between pupil progress, including identification of appropriate next placement, and the provision becoming blocked with 'stuck' cases.
- The Orchard based provision will be for a total of 12 pupils. This is limited to a maximum of 8 students on base at any one time and 4 students reintegrating into their next placement.
- Referral to the Orchard provision will be through area IYFAPs via SIO using the IYFAP/Meadowbrook referral form.
- In the case of a mainstream permanent exclusion, or high level needs mainstream pupil without provision, the LA may direct placement on the Discovery Programme. Such placements will be counted as part of the allocation to each area. This placement will be reviewed by the next IYFAP meeting and a decision taken regarding appropriate long term provision.
- In principle each IYFAP area to allocate 4 KS3 Discovery places. SIOs may need to trade places at any time due to pressure of permanently excluded or other high level needs pupils without provision as outlined above.

b) On Course is a full-time, 20 day preventative intervention. It is delivered as a 'course' for a group of 12 pupils each term, from the Forum Youth Centre, Kidlington. On Course is a 'charged for' provision.

- This provision is designed to offer support pupils who are experiencing significant emotional and social challenges at school and for whom schools have exhausted their own, in- house solutions. On Course focuses on raising each pupils self confidence and emotional resilience, aiming to help pupils develop better coping strategies which will, in turn, enable them to better access learning on their return to mainstream school.
- On Course includes pre start assessment to pupils and their schools and follow up support after their return.
- Referral to the On Course will either be through area IYFAPs via SIOs or direct from schools to the On Course Manager. Both routes use an On Course referral form. Course dates for the year and referral deadlines are advertised direct to schools, SIOs and IYFAPs (see also Meadowbrook website).
- Charges for pupils who access this provision are agreed with the referrer prior to the start of each course.
- On Course does not usually cater for pupils who have been permanently excluded (see notes for the Discovery Programme and Bridges interim support).

c) Flo9 is a one or two day a week, group placement, for Yr9 pupils who are struggling to cope with their mainstream provision and who are likely to follow at vocational pathway in KS4. Flo9 is a 'charged for' provision.

- Flo9 offer pupils the opportunity to develop their emotional resilience and coping skills through a series of accredited vocational options. Options include: Construction, Sport Studies and Creative Arts. These experiences are designed to help pupils decision making in preparation for KS4
- Flo9 includes pre start assessment for pupils and their schools.
- Referral to the Flo9 will either be through area IYFAPs via SIOs or direct from schools to the KS3 and Bridges Lead Manager.
- Charges for pupils who access this provision are agreed with the referrer prior to the start of each course.

Access to KS3 provision for statemented students

The limited amount of KS3 places means priority is given to pupils from mainstream schools.

- Access to KS3 provision for statement pupils will be as described above with the expectation that any such cases have also been discussed at, and have the support of, the weekly Complex Cases meeting.

- ASMs and SIOs will be responsible for prioritisation of all KS3 placements and any 'trading' of area allocations.
- Referring officers need to clearly understand the function of the Discovery programme and its time limited nature.
- The LDD SEN/Meadowbrook link officer will liaise between ASMs, SIOs, SEN LDD Team Leaders and case officers in order to ensure best practice for individual pupils.

Bridges Support (KS1-4)

Bridges has been designed to enable pupils who are without education access to short term interim provision and support through the transition process to their next long term placement. Bridges is a 'charged for' provision'

For younger pupils (Yrs 1-9) Bridges will identify and deploy a key worker and, based on the keyworker's assessment, build an appropriate full time, 6 week programme. The keyworker will also prepare and support the pupil into their next long-term education placement.

Bridges provision will

- be based within the pupils community
- be based on secure assessment of need
- include academic, emotional and social learning
- monitor progress
- prepare reports to facilitate effective transition
- work to support families and schools

For older pupils (Yrs 10 &11) Bridges may offer 'Alternative Provision' focussed package, which broadly support the pupil's preparation for post 16 transition.

Bridges programmes for all pupils will be reviewed on a 6 week basis. This is to safeguard against inappropriate, on-going placements, which are not able to meet the full range of a pupil's needs. In some cases a programme may be extended but this will always be by agreement with the commissioner and Bridges Manager/Headteacher

Bridges provision will be commissioned by an LA SIO officer or school and designed on a 6 week intervention basis. The referral process starts with an enquiry to the Bridges Project Manager and will involve the agreement of a proposal by the commissioner. Each intervention will be charged to the commissioner

Bridges may be able to provide bespoke alternative provision for individual pupils commissioned directly by schools. Schools who are interested are encouraged to contact the Bridges Manager at Meadowbrook.

Next Steps Programme

Next Steps is specialist provision for high level needs pupils. It is generally long term provision for pupils who's needs have not been met in special schools, who are not able to work in groups with other pupils and who may present significant risk to themselves and/or others.

Next Steps is offered as a collaboration between Meadowbrook, the Oxfordshire Hospital School and the LA SENS Service.

Access to Next Steps provision is through the LSA 'Complex Cases' meeting and the Next Steps Strategy Group. The referral process is managed through a lead LA SEN Officer.

For further information about any of the above provisions please do not hesitate to contact Meadowbrook College.

Referral criteria/student admission profile

Overarching referral criteria (all provision)

- Students who have been permanently excluded
- Students who are at significant risk of permanent exclusion

KS4 Provision

Students to whom most of the following statements might apply:

- Recent, multiple fixed term exclusions
- Seriously challenging behaviour
- Does not respond to range of individualised provision in-school eg 'alternative' curriculum options, small group work, mentoring relationships, managed part time provision
- Has significant difficulties coping with authority
- Has had PSP/IEP and been subject of CAF/TAC
- Has had CAMHS/TAMS input
- Risk assessment makes working in a mainstream environment impossible

KS3 On Course

- Students who schools feel have exhausted in-house strategies and interventions and require a short period of intense focus aimed at improving engagement and progress at school.
- All students referred are assessed as part of the admissions process. A course offer is always dependant on appropriate assessment outcomes.

KS3 Discovery Programme

- Students would normally be expected to have been offered a full range of in-school support and the opportunity to access On Course provision before being considered for the Discovery Programme.
- Students should also demonstrate most of the criteria covered in KS4 profile above.

KS3 Flo9

- Students who struggle to engage in a mainstream classroom environment and are likely to access vocational and/or alternative pathways in KS4.
- All students referred are assessed as part of the admissions process. A course offer is always dependant on appropriate assessment outcomes.

KS4 Purchased Provision (VOC Courses, bespoke group work, etc)

- Students remain on mainstream school rolls and schools enter into purchaser provider agreements with Meadowbrook
- Details of each 'course' available for purchase are regularly advertised by Meadowbrook. Obviously it is for schools to decide which students are appropriate although experience suggests those looking for 'hands on' learning opportunities within the security of a small group give the best outcomes.
- Meadowbrook interviews all students as part of the admissions process to purchased provision. A course offer is always dependant on a successful interview.

Bridges Support (Short term interventions, KS1-4)

- Students who have been permanently excluded
- Students who are vulnerable and at significant risk of permanent exclusion
- Students with high level needs who have do not have current education provision
- Students requiring transition support

Next Steps Provision (Note this is not an exclusively a Meadowbrook provision but delivered in collaboration with Tier 4 and SEN IDT. Placements allocated via LA Complex Cases meeting)

A young person will only be considered if all or most of the following are apparent:

- A failed special school placement
- A Statement of SEN
- Significant mental health issues
- Pupil not able to benefit from any school environment
- CLA and/or social worker involvement
- A risk assessment indicating high levels of concern
- Poor peer relationships and inability to work within a small group.
- Many other interventions have been tried
- Other factors including: addictive behaviour, complex and unsettled family situation, learning difficulties, offending behaviour.