

Falcons Learning Ltd

Admissions policy



Falcons Learning
The Sky is the Limit

Approved by:	Stephen Wash	Date: 18/12/2025
Last reviewed on:	18/12/2025	
Reviewed By:	Stephen Wash	
Signature		
Next review due by:	18/12/2027	
REVIEW EVERY 3 YEARS	REVIEW EVERY 2 YEARS	REVIEW YEARLY

Review Panel	
Director	Stephen Wash Joanna Wash
Principal	Steve Wash
Pathway Managers	Not applicable at this point
Student Council	
External Input	

Change History			
Version	Date	Change Agent	Details of Change
1.0	02/11/2021	S. Wash	Initial policy issue
1.1	18/12/2025	G.Spencer	Adjustment to reflect change of roles.

Admissions Policy

Falcons Learning Ltd (Falcons Learning) specialises in working with pupils aged between 11 and 16 who are considered to have emotional, behavioral or social needs and will consider referrals from agencies and schools.

Each referral case will be viewed and considered independently. Pupils are admitted at any time during the school year and will follow a full and balanced curriculum.

We welcome pupils of all faiths, cultures, race and family backgrounds and are nondiscriminatory in line with the Equality Act (2010) and Equal Opportunities policy. We will not discriminate on grounds of; gender, age, religion or belief, physical ability or disability, learning ability, other special needs or academic or sporting ability, race (including colour, nationality, ethnicity, family, cultural or linguistic background), sex, sexual orientation, gender reassignment, pregnancy or maternity.

Admission is based on:

- Full and detailed information being supplied by the referring agency or school.
- A copy of the school/home agreement form or admissions form from the referring agency or school.
- A visit by the prospective learner and parent/carer.

We are committed to ensuring that the Admissions & Learner Register is maintained in accordance with Education (Pupil Registration) (England) Regulations 2013. From the beginning of the first day on which it has been agreed that the pupil will attend, an entry will be made in the Admissions Register.

As an Independent School, the Principal reserves the right to refuse entry if the school's structure does not meet the educational, pastoral or social needs of the pupil concerned.

A place at Falcons Learning is offered through the referring agency / school.

Admissions & Learner Register

On taking up a place at Falcons Learning, an entry is made on the Admissions & Learner Register. The Admissions & Learner Register is held on electronic format on the School's main database. The person responsible for the administration of the Admissions & Learner Register is Georgia Spencer

The following items are recorded on the Admissions & Learner Register:

- Full name.
- Gender.

- Name and address of all parents/guardians with an indication of the parent/guardian with whom the student normally resides.
- At least one telephone number at which the parent/guardian can be contacted in an emergency.
- Date of birth.
- Date of admission/re-admission.
- Name, address and where possible the telephone number of previous school.

Copies of the Admissions & Learner Register will be held at the school for a minimum of 3 years and will be made available for inspection. The Admissions & Learner Register allows for the inclusion/deletion from the register and is done in line with the Education Pupil Registration (England) Regulations 2013.

Implementation

This policy comes into immediate effect and will remain so until further notice. It will be reviewed biannually and changes will be made in line with current legislation and practical demands of the school.