



MacIntyre Academies

Quest Academy

Admissions Policy

Version	Purpose/ Change	Responsibility	Date
V7	Re-write to include updated admissions process and changes based on the latest government guidance and policy (as of September 2025). Highlights draw attention to significant procedural or legal shifts.	Principal	Sep 2025

Person Responsible:	Principal
Type of policy	Statutory
Date of first draft:	July 2017
Date of staff consultation:	
Date approved by LAB:	July 2020
Date of implementation:	
Date reviewed:	Sep 2025
Date of next aligned review:	Sep 2026

Quest Academy Statement of Provision

Introductory statement

Quest Academy is a mixed special free school academy for children and young people who have social, emotional and mental health needs and/or an autistic spectrum condition.

Quest Academy aims to support learners to become socially responsible, polite and caring young adults, who value the lives of others and the environment in which they live and **through our inclusive, person-centred approaches**, support learners to become “successful learners, confident individuals and responsible citizens” so that they are prepared for their next steps **“Ready for Adulthood”**.

Admissions to the School

Quest Academy is a special school which provides 100 places for children of both sexes in the age range 7–19 years with social, emotional and mental health needs and/or an autistic spectrum condition (learners typically transition to Post-16 provision at age 16/Year 11).

For a child to be admitted, Quest Academy must be named by a local authority in the child’s Education, Health and Care Plan (“EHCP”), Section I.

Parents wishing their children to benefit from our provision should ask their local authority to name our school in their child’s EHCP.

The only exception would be where the child is referred by the local authority – see below:

A local authority can also refer a child to the school to be assessed for an EHCP or following a change in the child’s circumstances for his or her needs to be assessed or reassessed. Any assessment should be completed within the **20 weeks** set out in the **SEND Code of Practice**. [GOV.UK](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/60276/SEND_Code_of_Practice.pdf)

Children being assessed for an EHCP will be dual-registered and return full-time to their mainstream school if the LA decides not to issue an EHCP.

As part of the admissions process, the local authority will consult with us. We will make our decision based on whether:

- There is a consensus among professionals that the learner would benefit from attending our provision. This is discussed at the Warwickshire Admissions Panel or similar Local Authorities processes.
- The child does not have any significant cognitive learning difficulties. *(Note: this criterion should be reviewed to ensure compliance with the SEND Code, which emphasises individual assessment rather than broad exclusions.)*
- We have a vacancy.
- That the needs of the learner is incompatible with the efficient education of others, and the efficient use of resources along with continuing to ensure a safe environment for all stakeholders currently attending.

We do not have a waiting list, as places rarely emerge throughout the year and all cases need to be considered at the Warwickshire SEN Panel.

Quest Academy has a stringent process in place to ensure that a fair, transparent and educated decision is determined and clearly communicated efficiently and effectively.

Updates:

Fair Access / In-Year Admissions:

- Under the **School Admissions Code 2021**, there are strengthened provisions for **in-year admission of vulnerable children** and **Fair Access Protocols**, to reduce gaps in education. Quest Academy collaborates with Warwickshire's Fair Access Protocol to ensure that children who are vulnerable or find it difficult to secure a place in-year can access education promptly if it complies with admissions process.

School Admissions Code & LA Cooperation:

- The **Children's Wellbeing and Schools Act (2025)** strengthens requirements for **cooperation** between academies and their local authority regarding **place-planning and alternative provision**. As an academy, Quest Academy collaborates with Warwickshire County Council and other Local Authorities on place planning and admissions criteria to support local authority duties to secure sufficient school places and provide alternative provision where needed to maximise school places.

Oversubscription & Priority Groups:

- Although oversubscription rules generally do not apply, Quest Academy will give **top priority** to any looked-after or previously looked-after children who have an EHCP naming the school.

Statutory Requirements on Consultations / PAN changes:

- Any proposal to expand or reduce the school's capacity will follow the statutory process, including consultation and referral to the Schools Adjudicator where necessary.

Governing Boards & SEN Responsibilities:

- Quest Academy's LAB actively defines and reviews the school's SEN admissions policy and strategy, ensuring high-quality outcomes for pupils with SEN.

Potential SEND Reforms:

- Please note that national SEND reforms are under consideration, including the possibility of a tiered EHCP framework; Quest Academy will monitor developments and update admissions policy accordingly.

Additional Information & Contact

For further information about admissions, please refer to our **DfE Funding Agreement**.

For further information about our school, and the process for obtaining a place here, contact our Admissions Officer, Toni-Anne Eagles via the office on 01788 593112 or by email Toni-Anne.Eagles@macintyreacademies.org.

Other school policies and further information can be found on our website under “Essential Information.” These include:

- Equal Opportunities
- Information Sharing (GDPR)
- The Curriculum
- Complaints Procedure
- Safeguarding Policy

For further information about admissions can be found in our DfE Funding Agreement at <https://www.thequestacademy.org/attachments/download.asp?file=1029>

1 This will need to be amended if the Special Free School is one which the Secretary of State has approved, at assessment stage, as a school which can admit non-statemented (EHCP) pupils with SEN (up to 50% of the intake), but in that case the published policy will need to be hybrid of this template and the mainstream free school admissions template. We can provide a model, on request.

2 To refer a child in this way requires the agreement of the school’s home local authority (if the school is in another local authority area), the school and the child’s parents, or the student when he or she is a post 16 student.

Changes at previous reviews:

Version	Purpose/ Change	Responsibility	Date
V3	To review in line with aligned policy schedule To use the recommended DfE published template To link our Funding agreement to relevant areas of the policy Have removed appendices as these do not need to be part of the policy	Principal	July 2020
V4	Added info re consultation process between the LA and Academy	Principal	July 2021
V4.1	Policy reviewed and no changes required	Principal	Sep 2022
V5	Change of diction from ASD (Autism Spectrum Disorder) to ASC (Autism Spectrum Conditions)	Principal	Sep 2023
V6	Updated to ‘Ready for adulthood’	Principal	Sep 2024