



St Michael's
CofE Primary Academy

Admissions Policy – The Ark

Policy owner	St Michael's CofE Primary Academy
Date adopted	22 nd October 2025
Review date	October 2026

In light of the commissioning of a new SEND Unit at St Michael's CofE Primary School, an addendum has been added to the School's Admission policies for 2025/2026. The addendum does not affect the admission of any child into the mainstream school, but rather details the process for pupils joining the SEND Unit, known as The Ark.

St Michael's CofE Primary School – The Ark (Social Emotional and Mental Health, SEN Unit for pupils aged 4-11 years old)

ADMISSIONS CRITERIA

The City of Wolverhampton Council has commissioned 16 places in The Ark for pupils with an Education Health and Care Plan, which identifies SEMH as the primary need, or, on occasions, for pupils undergoing statutory assessment for an EHCP. Once The Ark reaches its' full capacity there will be no further intake until the current cohort of pupils leaves St Michael's CofE Primary School SEND Unit.

Criteria for admission

Pupils will be considered for The Ark when it is clear that they will benefit from the provision and that they meet the following criteria:

- Aged 4-11
- The pupil has an Education Health and Care Plan. However, in exceptional circumstances it may be necessary to make an emergency placement
- The Education Health and Care Plan identifies SEMH, as the primary need

The suitability of the placement will be monitored through the Annual Review process and decisions of possible change of placement will be made at this point.

Visits

In cases where The Ark is a possible placement for a pupil, all potential pupils should be given the opportunity to visit the school and The Ark informally. However, there can be no comment about a pupil's suitability, nor can an offer of a place be made before the City of Wolverhampton Local Authority SEND Team have made a recommendation about the placement. Therefore, all requests for a placement at The Ark should be referred to the City of Wolverhampton Local Authority SEND Team.

ADMISSION APPEALS

In the event of an applicant with an EHCP being declined a place at St Michael's CofE Primary School SEND Unit – The Ark, the route to appeal would be via the First Tier Tribunal.

