Admissions Policy

September 2026

FINAL

POLICY STATEMENT:

Beacon Plus Limited welcomes applications from individuals with the motivation to learn and the potential to succeed on a route into employment. Beacon Plus is committed to ensuring equality of opportunity for all individuals seeking a place on a programme of study. Beacon Plus is committed to ensuring equality of opportunity to all learners, staff, volunteers and visitors who will be treated equally regardless of age, disability, race, colour, ethnicity, nationality, religious belief, gender, gender identity, transgender, sexual orientation or marital status.

Admissions to Beacon Plus are the responsibility of the College Principal of Beacon Plus in conjunction with the LA (Local Authority) where all learners will have an Educational Health Care Plan. It is the intention of this policy to:

- Ensure that decisions are made with the required judgement and competency.
- Ensure accuracy of promotional activities, the relevancy and accessibility of information that will enable applicants to make an informed decision.
- Ensure selection policies and procedures are clear, impartial and inclusive to all applicants where entry requirements, both academic and non-academic are used to underpin such judgement during the selection
- Ensure impartial advice and guidance is delivered to meet the demands of the individual Beacon Plus operates an open Admissions Policy that ensures fair, transparent and equitable treatment of all applicants and is committed to providing a flexible, high-quality teaching and learning environment, focused on supporting learners in achieving their full potential. Beacon Plus accepts the importance of diversity in terms of background and experience, where all learners contribute to a stimulating learning environment.

Beacon Plus currently caters for a wide range of needs including:

Specific learning difficulties, speech impairment, communication disorders, sensory impairment (Hearing, Visual) perceptual problems, Autistic Spectrum Continuum, behaviour difficulties related to cognition. Physical and sensory impairment and medical needs, with many learners experiencing a combination of these difficulties in addition to their learning needs.

Beacon Plus adheres to the expectations as outlined in the SEND Code of Practice. The full SEND Code of Practice can be found at the following link: https://assets.publishing.service.gov.uk/media/5a7dcb85ed915d2ac884d995/SEND_Code_of_Practice_January_2015.pdf

Learners with an Education Health and Care plan can study up to the age of 25 years if they are able to demonstrate that they are progressing in their learning and have a willingness to travel independently. For these learners with a higher level of need, Beacon Plus can provide a range of support including additional time to meet the expectations of the individual learner's needs. These will be assessed when the applicant is invited in for a support and assessment meeting.
All applicants are considered for admission, based on their willingness to learn, attitude and educational performance that provides evidence of ability to meet the demands of the chosen course and their ability to travel and maintain a work placement independently. All applicants will have access to impartial advice and guidance and information about courses, progression and funding upon which appropriate and informed decisions are made.
This policy applies to all applicants (including late applicants) who are seeking admission to Beacon Plus for any programme of study, and those who are already at the Beacon Plus and wish to progress from one programme of study to another.

PROCEDURES:

Stage 1 Pre-application

- Opportunities for learners to view Beacon Plus and it's facilities prior to the commencement of a course will be organised by holding; Open Days, Taster Days and informal pre-arranged visits.

- Open Days are events organised by Beacon Plus with participation from current staff. Their purpose is to promote the Beacon Plus curriculum offer and to establish a wider understanding of it's culture and objectives.

- Taster Days are organised by invitation only to introduce groups of learners to the life of Beacon Plus and are an opportunity for learners to meet the teaching team and current learners.

Stage 2 Application stage:

All applicants will have named Beacon Plus on their EHCP with information that meets the entry criteria for courses and programmes of study. Where an interview is required the learner's programme choice will be discussed and a provisional agreement reached on the most appropriate programme of study; considering the levels of support required.

Beacon Plus will request references and/or provider reports for a potential learner from current and past settings (where a learner is currently out of education). A member of staff may visit the learner within their current setting to observe whenever necessary, or conduct a home visit, to discuss with staff at the school, or parents/carers at home, current patterns of learning, behaviour and medical needs, alongside current cognitive levels and rates of progress. When both the provider/home visit if appropriate and the admissions meeting has been completed, Beacon Plus will email the LA to inform them of the admission decision including admission date, process and transition if appropriate. Admission to Beacon Plus will consider the implications for effective education and the efficient use of resources and the implications for Beacon Plus as a whole. Any additional requests for resources and support will be considered at this point. Following the offer of a place, Beacon Plus will arrange the transition process alongside the current provision to ensure all information is shared and the learner is able to access Beacon Plus successfully. Where an Authority requesting admission is not in Kent (out of County Looked after Children), the same process will be followed as far as is practical, with the liaison likely to be via telephone rather than a visit.

- Learners must provide the information to allow Disclosure and Barring Service (DBS) checks to be made prior to entry on courses for all work placement providers and employers; in areas such as Teaching Assistants, Early Years and Health and Education programmes. This is to ensure that learners have every chance to gain work opportunities and employment in their career choice at the end of the programme.

- Existing Beacon Plus learners wishing to undertake a further programme of study are required to fulfil the relevant entry criteria to progress.

Stage 3 Offer:

- All offers of places and enrolments at Beacon Plus are made based on:
- There is enough demand for the course offered
- There are enough spaces available on the course concerned (first come first served basis from receipt of application)
- The learner meets the published entry requirements of the chosen programme and Beacon Plus College
- Satisfactory reports of behaviour, safety and attendance from current or most recent education provider
- Suitable references and checks as required.

Applicants who have declared on their application that they are a non-EU/EEA National or have lived outside of the EU/EEA in the past three years will need to provide evidence of their status with regards to immigration and permission to reside in the UK.

Information collected in the admission and enrolment processes will adhere to the current legislation concerning data protection and the college Data Protection Policy.

The Governors reserve the right to refuse admission in the following cases:

Where Beacon Plus would be unable to meet the needs of the learners in terms of specialist resources, levels of care, therapies and expertise.

Where the admission of a learner would compromise the health and safety of other learners and/or staff or, would seriously compromise or disrupt the education of other learners.

Learners with high levels of challenging behaviour, preventing them for safely managing a regular work placement.

Update Schedule

Version	Reviewed	Reason for Update	Next review date	Agreed by
1	Sep 2019	New	Sep 2021	Governors
2	Sep 2021	Amended	Sep 2022	Governors
3	Sep 2022	Review	Sep 2023	Governors
4	Sep 2023	Review	Sep 2024	Governors
5	Sep 2024	Review	Sep 2025	Governors
6	Sep 2025	Review	Sep 2026	Governors
7	Sep 2026	Review	Sep 2027	Governors

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