

**Hatfeild Primary School Additional Resource Provision
Admissions Policy**

September 2025



Admission Criteria

There are 22 places in the Additional Resource Provision (ARP) at Hatfeild Primary School. The provision is for pupils from Reception right up to Year 6.

Placement of a child in the ARP is the decision of the Local Authority in consultation with the ASD ARP Panel. Pupils will be considered for placement when Merton LA decides that a child's special educational needs cannot be met in a mainstream class, and that they are in need of our specialist ASD provision in an Additionally Resourced Provision (ARP).

This will mean that they meet the following criteria:

- Autism Spectrum Disorder (ASD) is identified as the primary need, and all other needs are secondary.
- The range of needs will reflect the autism spectrum:
 - difficulty with social interaction. This can involve difficulty in playing and working cooperatively with others, developing and sustaining friendships and managing unstructured aspects of the day.
 - difficulty with social communication. This can involve difficulties processing and retaining information as well as understanding verbal and non-verbal communication such as interpreting facial expressions, body language, jokes and sarcasm. There can be barriers to understanding the social use of language and a literal interpretation of language.
 - difficulty with social imagination and rigidity in thinking. This can include empathising with others, coping with change and generalising knowledge.
 - difficulty with sensory integration; struggling with fine and gross motor coordination and organisational skills, muscle tone and joint strength, understanding of the body in space. The child may also be affected by underlying fears and phobias, which may be related to sensory issues.
- Pupils have the capacity to benefit from access to the national curriculum but require it to be adapted in order to relate to their learning profile and style. They would still benefit from some inclusion in mainstream classes where they are meaningful and positive.
- Pupils may have sensory processing and integration difficulties, but would have the capacity to cope within the school environment.
- Any emotional and behavioural difficulties will not adversely affect the individual's ability to benefit from the specialist provision, or impact to an unreasonable degree on another pupil within the school. They will relate directly to the child's ASD diagnosis.
- Pupils have an Education Health and Care Plan (EHCP) or are currently under assessment following their ASD diagnosis.



Visits

In cases where the Additional Resource Provision (ARP) is considered by Merton LA 's placement panel to be a possible provision for a child, representatives from the ASD ARP panel will visit that pupil in their current educational setting to observe and discuss with the current team around that child. The parents/family will also be encouraged to visit the ASD ARP Provisions in the borough. However, there can be no comment about the child's suitability or the offer of a place before the ASD ARP Panel has made a formal recommendation about placement.

Referral

When a referral is received by Merton Local Authority (LA) it will be referred to the SEN panel for review of appropriate specialist provision. Schools should provide a copy of the ECHP, the most recent Annual Review and any additional up-to-date reports from professionals involved with that child. If the SEN Panel feels that an ARP would be most appropriate the paperwork will be referred to that panel for consideration at their next meeting. The ASD ARP Panel will review the referral papers and request any additional reports required.

- If the panel decides that they may be able to meet the needs of the child and currently have spaces available then the case officer will be advised, and contact will be made with the family to put an observation of the pupils in their current education setting in place.
- If the panel considers that the child would not be appropriately placed within a Merton ASD ARP, or that there is no space within the appropriate age bracket, then Merton Authority must be given the reasons for that recommendation. The reasons will be expressed in terms of the needs of the child and the effective education of other children already at the school.

Children who reside outside the London Borough of Merton will be referred by the Local Authority in which they are resident to the SEN Team in Merton for consideration.

Admissions to Hatfeild ARP are entirely separate from places in the main school – and are made through Merton's Special Educational Needs Admissions Team.

Transition

When placement has been agreed, contact will be made with the child's current placement to arrange a transition programme with exchange of information and reciprocal visits where practical and appropriate.

Exit Criteria

The child will be referred to Merton LA following a recent review if;

- It is considered that he/she has gained independence and can access the mainstream curriculum without specialist support from the Additional Resource Provision.
- The changing needs of the child indicate that alternative provision may be more appropriate.
- A child is leaving Key Stage 2, and transitioning to a Year 7 placement.