James Rennie School Admissions, Provision and SEN Information Report 2026-2027

Category:	Location-specific policy
Authorised By:	Regional Director under delegated authority
Signed By:	Kris Williams, Regional Director
Author:	Kerry Dunbobbin, Head Teacher
Version:	2
Status:	Live
Issue Date:	September 2026
Next Review Date:	September 2027

Version Control

Ver.	Date	Comment
1	September 2024	Replaced previous Admissions Policy and Local Offer documents
2	September 2025	Reviewed
3	September 2026	

This policy will be subject to ongoing review and may be amended prior to the scheduled date of the next review in order to reflect changes in legislation, statutory guidance, or best practice (where appropriate).

Contents

1. Introductory statement 4
2. Admissions Arrangements 4
3. Appeal arrangements 5
4. Funding of places 5
Appendix: SEN Information Report 6

1. Introductory statement

This document sets out the admissions arrangements, specialist provision and statutory SEN Information Report for James Rennie School.

James Rennie School is part of Eden Academy Trust and provides specialist education for children and young people with severe learning difficulties, profound and multiple learning difficulties and associated needs. All pupils attending the school have an Education, Health and Care Plan (EHCP).

This document is intended to provide parents, carers, professionals and local authorities with clear information about:

- admissions to the school
- the specialist provision available
- how children and young people's needs are identified and supported
- how the school works with families and external agencies
- preparation for adulthood and transition planning
- how provision is reviewed and evaluated

The SEN Information Report section fulfils the requirements of the Children and Families Act 2014 and the SEND Code of Practice.

Home - The Eden Academy Trust.

2. Admissions Arrangements

James Rennie School provides specialist education for children and young people aged 5 to 19 with severe learning difficulties, profound and multiple learning difficulties and associated needs. The school currently operates across two sites, has a published admissions number of 195 and currently supports approximately 220 pupils. All pupils have an Education, Health and Care Plan (EHCP).

For a child to be admitted, the school must be named, by a Local Authority (LA), in the child's Education Health and Care Plan (EHCP).

Parents wishing their children to benefit from our provision should request their LA to name our school in their child's EHCP.

A LA can also refer a child to the school[1] to be assessed for an EHCP plan 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. A child being assessed for an EHCP will be dual

[1] 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.

registered and return, full time, to their mainstream school if the LA decides not to issue an EHCP.

For further information on our school, and the process for obtaining a place here contact 01228 554280 or adminoffice@jamesrennie.cumbria.sch.uk

Other school policies and further information can be found via these links: [then provide links to:

- School website
- Trust website (The Eden Academy)
- Single equality policy
- Our curriculum
- Complaints policy and procedure
- Safeguarding & child protection policy

3. Appeal arrangements

The SEND Code of Practice entitles parents to appeal to the SEN and Disability Tribunal if their referring LA refuses to name their school of choice in the EHCP or the named school refuses to offer a place.

James Rennie School, as part of The Eden Academy Multi Academy Trust, will always ensure that parents and the commissioning LA are kept informed when the school is considering refusing an admission. The school will be clear with both parents and the LA about the reasons underpinning a potential refusal which, by law, must relate directly to the suitability of the placement for the age, ability, aptitude or SEN of the child or young person, or to concerns that the placement would be incompatible with the efficient education of others, or the efficient use of resources

Where a parent is unhappy that the school is considering refusing admission, the school, Trust and LA will consider any reasonable steps that could be taken to address identified concerns before a final decision is made. Parents must be informed that if they wish to appeal, the grounds for an appeal must be set out in writing.

4. Funding of places

Local Authorities commission and fund places for pupils at the school based upon identified needs established through a Multi-Agency Statutory Assessment that are costed and recorded in an EHCP.

The Education & Skills Funding Agency provides some core funding for an agreed number of planned places, but it is commissioning Local Authorities that are responsible for ensuring that funding is appropriately matched to needs identified in EHCPs.

Appendix: SEN Information Report

Introduction to the School

James Rennie School is a special school in Carlisle for children and young people aged between 3 and 19 with severe or profound learning difficulties. All pupils have a degree of special educational needs and as such have an Education Health Care Plan (EHCP).

All classroom based staff have relevant, appropriate qualifications. All have specialist training in a range of SEND. A wide range of professional's support pupils' education and well-being at school. By promoting the highest standards of teaching and learning, and working with the families of our children and young people, we ensure that the child is at the core of all we do.

Headteacher	Kerry Dunbobbin	Address	Address California Road, Carlisle CA3 0BU
		Website	https://jamesrennie.cumbria.sch.uk
Executive Head	Kris WIlliams	Email	adminoffice@jamesrennie.cumbria.sch.uk
The Eden Academy Trust CEO	Susan Douglas CBE	Telephone	01228 554280

What is the purpose of this SEN Information Report

The SEN Information Report has two key purposes:

- To provide clear, comprehensive and accessible information about the provision available
- To make provision more responsive to local needs and aspirations by directly involving children and young people with SEN, parents/carers, and service providers in its development and review

This report reflects the statutory duties of all educational settings to report on policy and provision for pupils with SEN set out in the Children and Families Act 2014 and in the Special Educational Needs and Disability Code of Practice 2015.

This report also reflects the duties set out in the Equality Act 2010 for meeting the needs of pupils with disabilities.

How does a child get a place at the school?	All pupils will have an Education Health Care Plan (EHCP) in place prior to admission. Cumberland local authority schools admissions team can be found at: School Admissions and Appeals Cumberland Council PO Box 415 Carlisle CA1 9GU 01228 221582 school.admissions@cumberland.gov.uk Applications are made through the EHCP review process, and dependant on the schools' ability to meet the individual child's needs. For further information or advice regarding admissions for a pupil with an EHCP, please contact: Senior Manager SEN Cumbria House 117 Botchergate Carlisle CA1 1RD Email: SEND@cumberland.gov.uk Prior visits to the school can be arranged through the Head of School. Alternatively, telephone conversations to discuss potential placements can also be made. Transition arrangements will be dependent on the individual child.

What type of placement is available at the school?	Day placement
How much support will my child receive?	This will be dependent on the needs of the young person. All pupils will get the support they need.
How accessible is the school?	James Rennie School has a secure, single level building and grounds with decor and signage which help pupils move around School as independently as possible.
What resources are available at the school?	Classrooms reflect the different needs of the pupils in that class. We also provide: • soft play area • independent living area • sensory rooms • hydrotherapy pool • 3 playgrounds for different age pupils • sensory garden and allotment • outdoor learning area (complete with a yurt!) • rebound therapy trampoline area.
How do children travel to the school?	Pupils are usually entitled to transport organised by Cumbria County Council to their nearest special school.
What specialist services are available at the school?	NHS Physiotherapists, Speech and Language Therapists and occupational therapists. James Rennie also receives advice and support from Educational Psychologists, Learning Disability Team, Social Workers, Community Nursing Team
What will my child learn at the school?	Our wish is to provide an outstanding education to support pupils at school, at home, and as they progress to their next steps beyond school. To do this we look at each pupil individually and provide education based on their personal hopes, abilities and needs

How will I know what progress my child is making at the school?	Every pupil has an annual review meeting where their Education, Health and Care Plan (EHCP) is reviewed and amended where necessary. Early Learner pupils may have additional review meetings where appropriate. Parents and carers are invited to attend parents' evenings and review meetings throughout the academic year to discuss progress, achievements and next steps. James Rennie School uses Earwig as its primary assessment and parental engagement platform. Earwig allows parents and carers to access examples of learning, celebrate achievements and gain an ongoing understanding of their child's progress throughout the year. Assessment information is linked closely to pupils' individual outcomes, curriculum learning and Preparation for Life priorities. Progress is monitored continuously through observation, assessment and review. Information gathered through Earwig, annual reviews, personalised targets and curriculum assessments helps staff identify strengths, celebrate achievement and plan the most appropriate next steps for every pupil. At the end of each academic year, parents receive a summary of their child's achievements and progress.
How we evaluate the effectiveness of SEN provision?	We continuously ensure the provision we offer has a positive impact on the outcomes for all pupils. As a school, we have effective quality assurance procedures in place to ensure outstanding provision. This includes; • Robust evaluation of intent, planning, policy and practice • Work scrutiny • Monitoring by SLT and the Trust • Learning walks • Performance management procedures
Children Looked After with SEN	James Rennie has a designated teacher for Children Looked After. PEPs are updated on a termly basis, and pupil premium plus funding allocated effectively ensuring that the specific needs of looked-after children are reflected in how we use it
How will my child's health and well-being be supported?	There is a school Healthcare Plan Manager who ensures any Health Care plans are reviewed and updated regularly. The community nursing team is closely involved with the school.

What training do staff at the school have?	Staff have regular training which is often bespoke to meet the needs of the pupils in their class.
How does the school support families?	James Rennie School has Family Support Workers who work across both sites. They provide advice, signposting, practical support, coffee mornings, support groups and liaison with external agencies to help families access the support they need. There is also an active PTFA.
What links does the school have with the local community?	There are many links with the community both with the main site and the St. Edmunds site. Pupils access Carlisle College and other Post 19 providers to prepare them for life. There are many links with local businesses for work experience placements and experiences.
What careers advice will pupils receive?	There is a careers lead trained teacher at our sixth form site. Staff from Inspira work with young people from Year 9. The sixth for curriculum is based around the areas of Preparing for Life (Adulthood) which includes employability.
What activities are available to children outside of the school day?	There is an extended school's co-ordinator who organises after school club. There has been art, cookery, sensory and sport's clubs on offer.
How will the school support my child at times of change?	Transition is a key priority for our pupils. We use a variety of different strategies to support pupils with any changes including social stories, transition booklets, transition days, visual support and social and emotional support.
What might my child do when they leave school?	There are a number of options for our young people when they leave. Carlisle college and Beaumont college offer places for young people with SEND. Social care can offer individualised packages for young people to access the community based on their needs.
Who was consulted about this Policy and SEN Information Report?	The document has been consulted upon with Trustees, the Local Advisory Board, staff and representatives from the local community.
What can a parent do if they feel that offer is not being delivered or	If a parent has concerns about the provision available to their child they are invited to discuss these promptly with their child's Class Teacher or the Head of School in the first instance.

if their child's needs are not being met?	
How will this policy and SEN information report be reviewed?	The SEN Information report is formally reviewed and updated on an annual basis to ensure that it is relevant for the following school year. Local Advisory Board members, parents/carers and staff will be invited to take part in this process.
Who can I contact for further information about the school?	If you require any further information about James Rennie School please do not hesitate to contact us: adminoffice@jamesrennie.cumbria.sch.uk