



The
Westgate School

Resource Base for Pupils with Complex Physical Needs Admission, Provision and Review Criteria

Legislation and Guidance

This policy should be read in conjunction with the following legislation, statutory guidance and relevant guidance:

- Children and Families Act 2014
- SEND Code of Practice: 0 to 25 years
- Equality Act 2010
- Education Act 1996, where applicable
- Special Educational Needs and Disability Regulations 2014
- Inclusion Bases in Schools – Department for Education, 2026
- Relevant Local Authority SEND, funding and Resource Base placement arrangements

The Resource Base will operate in accordance with the pupil's Education, Health and Care Plan (EHCP) and the special educational provision specified within it.

This policy should also be read alongside The Westgate School's SEND Policy.

Criteria for Admission

Pupils may have special educational needs in one or more of the four broad areas of need identified in the SEND Code of Practice: communication and interaction; cognition and learning; social, emotional and mental health; and sensory and/or physical needs.

Criteria for Admission – Resource Base

Pupils will have a final or proposed Education, Health and Care Plan (EHCP) identifying significant physical needs and meeting the relevant descriptors within Band 3 of the Local Authority's funding model.

Pupils will require a significant level of additional support to enable them to access the curriculum, participate in school life and make good progress.

This may include:

- implementation of individual programmes

- access to therapy input and support for staff to deliver agreed programmes
- individual support to meet specific needs and promote inclusion
- support with personal care where necessary.

The parent/carer may express a preference for a placement within a Resource Base attached to a mainstream school. The Local Authority will consider parental preference and the suitability of the placement in accordance with the statutory EHCP framework.

Suitability of the placement will be considered each year at the EHCP Annual Review or at an interim review where necessary.

Mainstream placement for students with SEND

Criteria for Admission

Pupils may have special educational needs in one or more of the four broad areas of need identified in the SEND Code of Practice: communication and interaction; cognition and learning; social, emotional and mental health; and sensory and/or physical needs.

Pupils may be supported through SEN Support or may have an Education, Health and Care Plan (EHCP), depending on the nature and level of their needs.

Pupils may require additional support to enable them to access the curriculum and make progress.

This may include:

- implementation of individual programmes;
- individual or small-group support to meet identified needs and promote inclusion
- targeted interventions to support progress
- reasonable adjustments and other support identified through the graduated approach or specified in an EHCP.

The parent/carer may express a preference for a mainstream school placement. The Local Authority will consider parental preference and the suitability of the placement in accordance with the statutory EHCP framework where an EHCP is involved.

Where a pupil has an EHCP, the suitability of the placement will be considered through the EHCP Annual Review process and may also be reviewed at an interim review where necessary.

Referral Process

- Referrals and requests for placement within the Resource Base will be considered through the pupil's Local Authority's statutory EHCP processes and in accordance with the Local Authority's current admissions and placement arrangements.
- The pupil's EHCP should identify the pupil's special educational needs and the special educational provision required to meet those needs.
- The Local Authority will consult with the school regarding the proposed placement and will consider the school's views and ability to meet the pupil's identified needs.
- Where The Westgate School Resource Base is named in the final EHCP, the school will admit the pupil in accordance with its statutory duties.
- Where appropriate, priority may be given to pupils resident within Slough Borough Council, subject to the Local Authority's current arrangements and the statutory EHCP framework.
- Requests from outside the Borough will be considered in accordance with the relevant Local Authority arrangements, available places and the suitability of the provision.

Inclusion in Mainstream

The Resource Base is part of The Westgate School and aims to enable pupils to participate in mainstream education and wider school life wherever this is appropriate and consistent with their individual needs.

Provision will be personalised according to each pupil's EHCP and identified needs. This may include support to access:

- mainstream lessons;
- school events and activities;
- social and unstructured times;
- educational visits and enrichment activities;
- wider school opportunities and the school community.

Pupils will be supported to develop independence and self-advocacy wherever possible.

Withdrawal from mainstream lessons will be based on identified need and may be required for therapy, personal care, specialist programmes, regulation, or other provision identified within the pupil's EHCP.

The level and nature of Resource Base support will be reviewed regularly to ensure that it remains appropriate, effective and proportionate to the pupil's needs.

Exit Criteria

The Resource Base placement will be reviewed as part of the pupil's EHCP Annual Review and may also be reviewed at an interim review where there is a significant change in the pupil's needs or circumstances.

A Resource Base placement may no longer be appropriate where evidence indicates that:

- the pupil's needs have changed significantly;
- the pupil's current provision is no longer meeting their identified needs;
- a different type or level of provision is required;
- the pupil can access a less specialist provision successfully with appropriate support; or
- a more specialist placement may be required.

Any recommendation for a change of provision will be based on evidence, including the pupil's progress, current needs, effectiveness of the provision, relevant professional advice and the views of the pupil and their parents/carers.

Where a change of placement may be appropriate, the Local Authority case officer should be involved and the implications for the pupil's EHCP should be discussed through the Annual Review process.

The Annual Review will make recommendations to the Local Authority. Any decision to amend the EHCP or change the named placement remains the responsibility of the Local Authority.

Parents/carers and the pupil will be involved in discussions about any proposed change of provision and will be given the opportunity to express their views and preferences in accordance with the statutory EHCP process.

Where a change of placement is agreed, a detailed transition plan will be developed involving the pupil, parents/carers, current provision, receiving provision and relevant professionals.

Updated – September 2026

Review Date – September 2027