Admissions Flow Chart

Contact is made to admin and proforma sent

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Proforma received into referrals email – Details added to new referrals document

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SLT complete their thoughts on the referral

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If a potential, a visit is organised

If we cannot meet need, an email is sent explaining why

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After a visit, SLT will decide if taster sessions will be offered

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Staff to be given a crib sheet of the potential new student in advance of taster sessions

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Staff to share their views on the student

↙ ↘

Successful Taster Sessions

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Registration documents to be sent

Unsuccessful Taster Sessions

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An email sent to explain why we cannot meet need

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Service Level Agreement Sent

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Service Level Agreement Signed and Returned

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Transition sessions begin