

ADMISSIONS PROCEDURE

Initial enquiry

From Local Authority, Social Services, other Professionals or Parents

Prospectus Sent Out

Tel: 01260 272 089

Email: enquiries@lambs-group.co.uk

Informal visit to Lambs Grange

Parents and/or Authority rep.

Information gathered/Professionals' agreement to proceed with Assessment

ASR reports, LAC reports, Medical reports, SALT reports

Send to:

Andrew Kenyon - Operations Director

Lambs House

Forest Road

Cuddington

Cheshire

CW8 2EH

You will be notified on a decision to proceed with an assessment within 72 hours

Assessment

This will involve staff at Lambs Grange

Education, Residential, SALT, Medical, as appropriate

The timescale of this process is dependent on the assessment required

Professionals' meeting

Parents/Local Authority informed of decision within 72 hours on whether a placement is to be offered

Local Authority agree funding/Contract and Admission Pack sent out

Pre-admission conference at Lambs Grange/Transition arrangements

Parents, LEA rep, Social Worker, Lambs Grange Staff

Admission date agreed

Keyworker for home visit re Personal Care

Admission Day

6 Week Settling-In Review

ASR Review