**Enrolments**

Admission Procedures

Wilson School is a school for students with high and very high needs, aged from 5-21 years old.Priority for admission is given to those students who have been classified in the Ongoing Resource Scheme (ORS) and for whom Wilson School is the nearest special education facility which best meets their needs.

The Ministry of Education, Special Education division, and Service agencies can support families to make informed decisions about school placements for their children and assist them with referral and admission procedures. If you are interested to find out whether Wilson School is the right placement for your child, you are welcome to contact the school directly on (09) 489 5648.

**Initial Contact**

Families/Whanau may approach the school for information or be introduced through the Ministry of Education Special Education (MOE SE). Inquiries are directed to the Principal or Deputy Principal (DP)

**Expression of Interest Meeting**

Pre-Enrolment organisation

Families/Whanau meet with one of the Senior Management team, usually the Principal to discuss the school, programmes and the student. Classes are visited and a tour of the school facilities undertaken. Second visits can be arranged if needed.

**Pre-Enrolment organisation**

A staff member will visit the student in their current school or preschool

Enrolment meeting organised

**Enrolment Meeting**

Enrolment forms, transport and student profile to be completed. Meet with the Principal to sign a **Section 9** prior to a meeting with the therapy team, teacher, DP, MOE LS early intervention team, current teacher, therapists and family/Whanau. Transition dates and visits organised at this meeting.

**Transition to School**

The teacher and SLT will prepare a transition booklet for the student

Students will have planned visits to their new classroom

**Starting School**

Welcome to Wilson School, a school entry and IEP meeting will take place within 6 weeks after the student has started school.