



GLOBAL ACADEMY
MAKEUP • HAIR • PRODUCTIONS

ADMISSIONS POLICY

Introduction

Global Makeup, Hair, and Productions Academy (GMHPA) is committed to providing an alternative and inclusive educational environment for young people who have been referred by mainstream schools, local authorities, or other third-party organizations, including social workers. Our admissions process is designed to ensure a smooth transition for students and to tailor educational programs to meet their unique needs.

Admissions Process:

- **Referral:**
 - GMHPA accepts referrals from mainstream schools, local authorities, social workers, and other relevant third-party organizations.
 - Referrals should include relevant educational and personal information about the student, highlighting any specific needs or considerations.
 - A referral form, provided by GMHPA, must be completed by the referring party. This form ensures the inclusion of comprehensive details necessary for the admission process.
- **Interview:**
 - Upon receiving a referral, GMHPA will arrange an interview with the prospective student. This interview serves as an opportunity for the academy to understand the student's background, interests, and goals.
 - During the interview, emphasis will be placed on creating a supportive and collaborative relationship between the student and GMHPA staff.
- **Introduction Week:**
 - Successful candidates will participate in a one-week introduction program at GMHPA. This week is designed to familiarize students with the academy's environment, ethos, and educational approach.
 - The introduction week will include practical sessions, tours of facilities, and interactions with faculty and staff.
- **Individualized Timetable:**
 - At the conclusion of the introduction week, an individualized timetable will be developed for each student. This timetable is tailored to meet the specific educational and developmental needs of the student.
 - The timetable will incorporate a balance of academic, practical, and creative components, aligning with the academy's focus on makeup, hair, production skills, Employability Skills, Maths & English and other subjects.
- **Collaboration with Referring Agencies:**

- GMHPA is committed to maintaining open communication and collaboration with referring agencies. Regular updates on student progress, achievements, and challenges will be shared with the referring organization.
- Referring agencies are encouraged to provide ongoing support and feedback to enhance the student's overall educational experience.

Completion of Referral Form:

Upon acceptance into GMHPA, the referring agency must complete the official referral form provided by the academy. This form includes additional details necessary for enrolment and helps facilitate a seamless transition for the student into the academy.

Review and Continuous Improvement:

GMHPA is dedicated to continuous improvement in its admissions process and educational delivery. Regular reviews will be conducted to assess the effectiveness of the program and make necessary adjustments to better serve the needs of the students.

This admissions policy is intended to ensure transparency, fairness, and a student-centered approach in welcoming and supporting young individuals in their educational journey at Global Makeup, Hair, and Productions Academy.

Reviewed by	Compliance & Quality Assurance Administrator
Reviewed	Annually, before start of a new academic year
Last Review	05/06/2025
Review Date	30/08/2026

Reviewed: Signed: B Levy..... **Date:** 05/06/25

Benjamin Levy

Compliance & Quality Assurance Administrator