



# Admission policy

Nansen Highland has an active recruitment procedure, which closely interlinks with the marketing procedure.

The first step in the recruitment is the initial enquiry. The referrals are mostly received from social work departments, educational department and/or from the careers office.

On this referral, we invite the persons who are involved in the possible placement: the prospective client, parents or carers and the social worker.

In the initial visit, the prospectives, desires and aspirations of the client are taken into account and checked whether Nansen Highland can fulfil these.

Following this initial visit, we invite the prospective client for a couple of trial days at the day training centre and the residential centre, if the referral is for our residential centre too. This enables both parties to get to know each other.

The placement can develop from here onwards. Either when both parties feel the placement would not be productive, we end here or further arrangements are made to make the placement successful.

When the actual placement starts, the trainee is assessed on several levels. The levels are numeracy, English and social skills.

Where necessary, an IQ test can be arranged.

The induction is similar to the day trainee one, but obviously the emphasis will be on the residential care centre.