



Admissions Policy

Most children are enrolled in PHILLIPS Schools by their public school system. For a public school referral the admissions process is as follows:

- Parent and County personnel discuss placement options at the IEP meeting and a private placement is sought
- PHILLIPS receives referral file from the LEA. We recommend including the following materials when sending a referral:
 - IEP
 - FBA
 - BIP
 - Social History
 - Psychological Assessments
 - Educational Assessments
 - Related Services Assessments
 - Grades/Transcripts
 - Incident Reports
 - Physical/Immunization Record
- Admissions team reviews child's history
- PHILLIPS calls parent(s) to arrange free interview
- Parents and/or guardians to attend interview with the child (the child is required to attend the interview)
- Our Admission team reviews all information to decide if we have an appropriate classroom placement
- Parents and the county are sent a letter giving decision on placement decision

For private placements, parents and consultants may contact the Program Director of the campuses for further information.

We primarily serve youth between the ages of 5 and 22 (8-21 at PHILLIPS School ~ Laurel), with a very wide range of academic performance levels, found eligible for services in one or more of the following categories:

- Emotional Disabilities
- Learning Disabled
- Autism Spectrum
- Intellectually Disabled
- Multiply Disabled
- Other health Impaired

PHILLIPS does not usually accept youth whose primary problem is active substance abuse.

PHILLIPS conforms to all state (VA, MD, & DC) and federal regulations barring discrimination with regard to admissions or employment on the basis of race, color, religion, gender, national origin or handicapping condition. The schools serve only children with disabilities for which they are certified to provide services.

Our campuses can be contacted by email or phone for referrals and inquiries:

PHILLIPS School ~ Annandale and PHILLIPS Building Futures ~ Fairfax:

annandaleadmissions@phillipsprograms.org
703-941-8810

PHILLIPS School ~ Laurel:

laureladmissions@phillipsprograms.org
301-470-1620

PHILLIPS School ~ Fairfax:

fairfaxadmissions@phillipsprograms.org
703-591-1146

PHILLIPS Building Futures ~ Loudoun:

loudounbfadmissions@phillipsprograms.org
703-669-0740