

Admission policies of school sixth forms – Academic year 2017

The following are the admission arrangements for students transferring from Year 11. The Planned Admission Number is based on the sufficiency exercise defined under the New Capacity of Schools Regulations.

Kington, Lady Hawkins High School (PAN 30)

Making an Application

Copies of the Sixth Form prospectus are available from reception, as well to view on, or download from, the school's website (www.lhs.hereford.sch.uk) along with details of courses available. Applicants must complete the school application form which is available from the website or reception at the school. The closing date for receipt of applications for admission into Sixth Form in September is the previous spring half term, e.g. for September 2018 the closing date is Friday 28th February 2018.

There is an Open Evening in November 2017 to provide information to prospective students and parents. Every applicant will have the opportunity to meet with the Head of Sixth Form to discuss their choices and A Level potential.

Admissions Criteria

Students with Statements of Special Educational Needs

The law requires the school to admit pupils with a Statement of Special Educational Needs where a Local Authority has specifically named Lady Hawkins' School as the most appropriate placement and where they meet the academic requirements of their chosen course. These applications will usually be agreed in advance of the main allocation process. Where they are a late application, the school can be required to admit even if the admission number for external applicants has been reached. Children with a Statement of Special Educational Needs admitted to the Student Support Centre will be allocated places in excess of the admission number (to be limited to the maximum capacity of the Student Support Centre).

Admission to the Sixth Form will be prioritised as follows:

- (a) Students currently in Year 11 at Lady Hawkins' School (internal applicants); and then
- (b) Students from outside the School (external applicants).

The published admission number for applicants is 30 for entry in September 2018.

The anticipated capacity for the Sixth Form (Years 12 and 13) in September 2018 is 60 Students on roll at the School are required to apply for a place in the Sixth Form as are students from other schools.

The entry requirements for admission to the Sixth Form shall be the same for students on roll in Year 11 at Lady Hawkins' School and external applicants.

Students will be admitted into the Sixth Form at the start of the Autumn Term in each school year.

Minimum Entry Requirements

All students seeking admission to the Sixth Form must achieve the academic requirements for access onto the courses they are taking. Details are in the Sixth Form prospectus on the School's website (www.lhs.hereford.sch.uk).

The entry requirement is a minimum of 5 grades A*-C at GCSE with normally at least grade B in the subjects to be followed at A level. Level 2 courses may be available for students who do not meet the criteria for level 3 courses.

GCSE English and Mathematics classes are compulsory for students who do not currently have A*-C GCSE grades, or other level 2 equivalent qualifications in these subjects.

Over-subscription Criteria

Where the number of eligible external applicants for a course of study exceeds the places available, then admission for external applicants will be determined in accordance with the following priority of admission criteria:

1. Looked after children who meet the academic requirements of the course, i.e. Children in Care. This category includes a 'looked after child' or a child who was previously looked after but, immediately after being looked after, became subject to an adoption, residence or special guardianship order.
2. Children with exceptional medical or social reasons for requiring the school.
3. Students with siblings in any year at the School in at the start of academic year in which the application is made, and who meet the academic requirements of the course.
4. All other applicants who meet the academic requirements of the course with straight line distance from the school as the tie breaker. This will be measured in a straight line from the address point of the pupil's house as determined by Ordnance Survey to the address point of the school using the GIS system. In the event that two or more children live at the same distance from the school (for example, families living in flats) and there are fewer places available then random allocation will be used to decide which child will be allocated the remaining place(s).
5. If courses are full, students will be offered a place with alternative course options. Lady Hawkins' School will hold a waiting list, in order of the above criteria, of students who have not been offered a place. The waiting list will operate for the first term, after which no more students will be admitted.

Extra students can sometimes be accommodated over the admission number if the student's chosen courses are not full.

The School reserves the right to withdraw courses.

Appeals

The student and/or the parents of students, internal or external, who are not offered a place, have the right to appeal against non-admission.

False Information

Where Lady Hawkins' School has made the offer of a place in the Sixth Form on the basis of a fraudulent or intentionally misleading application which has effectively denied a place in the Sixth Form to a student with a higher level of priority, the offer of a place will be withdrawn.

Late Applications

If an application is received after the deadline this will be considered 'late'. Unless exceptional circumstances apply, e.g. hospitalisation of a parent or a family has just moved into the area, late applications will be considered after the allocation of places. If Lady Hawkins' School is full, late applicants will be placed in the waiting list in order of the over-subscription criteria. Evidence will be required of exceptional circumstances.

Applications received after the start of the school year will only be considered if places on the requested courses are available and the student meets the academic requirements of the course. These applicants will be added to the waiting list.

Accepting or Declining the Offer of a Place

Places are offered on the understanding that there is a commitment to meet the academic requirements of the course.

Students are required to accept or decline the allocated place using the reply slip attached to the allocation letter. The reply slip must be returned to Lady Hawkins' School within two weeks from the date of the offer letter. Students are requested to advise Lady Hawkins' School at any stage, if they are not accepting the place for any reason.

Ledbury, John Masefield High School (PAN 90)

We pride ourselves in placing the students on the correct courses. Our retention rate of 95% (*i.e. the percentage of students starting their A levels that complete with us*) is far better than the national average of 80% and testament to the effectiveness of our induction processes. Our entry requirements are as follows:

- You will need to achieve at least Level 4 in English and Maths PLUS a grade C at GCSE in at least three other subjects.
- Additionally you must have achieved at least a GCSE grade B / BTEC Merit grade in any subject you wish to pursue in the Sixth form.
- Some subjects have higher entry requirements due to the demands of the course. To study Biology or Chemistry you will need an A grade or strong B grade. For Maths a level 7 and for Physics an A or strong B at GCSE plus preferably also level 7 Maths). To study English Literature an English grade of at least level 6 at GCSE will be required.
- Students should check the individual entry requirements for each subject page which can be found in the Prospectus: <http://www.jmhs.hereford.sch.uk/sixth-form/about-us/sixth-form-prospectus/>
- Students can pursue purely academic A-levels, L3 vocational qualifications, or a mixture of the two.

- Students who have not attained Level 4 in GCSE English & Maths will be supported to improve their grade.
- Finally it is unusual for us to accept any student with an attendance record of lower than 95% in Y11.
- I hope this encourages students to apply themselves fully from day one of Year 11 to achieve the grades they need to continue with us in our very successful Sixth Form.

If you have any queries please contact Mr Hawksworth or Mrs Arlott on 01531 631012 ext 204/370 or alternatively email to: mark.hawksworth@jmhs.hereford.sch.uk or tracey.arlott@jmhs.hereford.sch.uk

Students apply by completing the application form which can be found on our website. <http://www.jmhs.hereford.sch.uk/wp-content/uploads/2015/11/Sixth-Form-Application-Form.pdf>

The recruitment programme includes:

Mid-October	Open Evening – an opportunity to look around the Sixth Form and meet subject staff and students
End-October	Taster Day to experience Sixth Form lessons
31 October	Applications received
Early November	Interview with the Head of Sixth Form
January/February	Follow up interview with the Head of Sixth Form
March	Conditional offer letters sent
Early July	Prospective Sixth Form students attend our transition programme aimed at bridging the considerable gap between GCSE and A-level work
August	GCSE results day - students are invited to enrol to formalise their options

Students from other schools are welcome to apply and will follow the same recruitment process as students from JMHS. Educational references will be obtained before confirmation of a place.

Prospective students are welcome to attend the Sixth Form at any time. Please contact our Head of Sixth Form on 01531 631012 x370 to arrange a mutually convenient time.

The Sixth Form has its own webpage on the school website and all pertinent information can be found here, including the prospectus.

Mr M Hawksworth

Head of Sixth Form / Assistant Headteacher

Earl Mortimer College (PAN 50)

The Earl Mortimer College offers 2 broad levels of study:-

- Advanced Level (BTEC's, AS/A) Level 3
- Intermediate Level (GCSE) Level 2

All students applying to join The Earl Mortimer College Sixth Form are interviewed by the Sixth Form Leadership Team to give guidance on suitability of courses and for the college to ascertain demand levels for each course.

Advice is given on the following basis:

4/5 GCSE passes of Grade C or above for Advanced Courses.

4/5 GCSE passes of Grade E or above for Intermediate Courses.

Minimum 94% attendance rate

This is not a formal entry requirement, but it is professional advice looking at each individual case to provide the best guidance.

The Earl Mortimer College has a proposed admission number of 50 for Year 12. Once guidance has been given and there is a possibility of the number exceeding this:-

- Any students not meeting the advised level of entry will be counselled as to appropriate courses;
- If the number is still over 50 then entry will be based upon distance from the College.

Ross-on-Wye, John Kyrle High School (PAN 150)

In Year 12, John Kyrle High School will admit students from other schools in addition to those students who are currently studying at the school. Priority will be given to those who achieve the admissions criteria of an equivalence of 8 GCSE grades at 5 or above including mathematics and English Language. We will, however, consider grade 4s depending upon individual circumstances and course choices.

For entry to mathematics, the sciences, computing and psychology a 5 is preferred in mathematics and English.

The total numbers of Years 12 and 13 combined will not normally exceed 300 students. Applications should be made by the end of February to the Head of Sixth Form. Application forms can be obtained from the school office or downloaded from the school website.

Students must reach an acceptable academic standard to matriculate from Year 12 A/S level into Year 13 A2 level. To guarantee a place in Year 13 a student must achieve a minimum of three D grades or their target grades if they are lower than three Ds at the end of Year 12. All students will be considered on an individual level. Attendance, attitude, behaviour and ambition evidenced on school reports will be taken into account. Grades for students who study a BTEC will be based on school report/teacher estimation.

The Hereford Academy (PAN 110)

At The Hereford Academy we offer a range of academic, vocational and occupational qualifications, all of which will require certain minimum grades at GCSE/BTEC level. We strive to ensure all students who wish to continue their studies at The Hereford Academy in Post 16 are placed on appropriate course where they are most likely to succeed. In order to do this we ask all applicants, with parents and/or carers where possible, to attend a meeting with the Assistant Principal Post 16 to discuss their career aspirations and suitability of courses. At this meeting students could be asked to demonstrate a particular skill or portfolio of appropriate work.

All students in Year 11 will be encouraged to stay on in Post 16. We will also accept applications from students wishing to come to The Hereford Academy from another school or provider. In all cases the same admission criteria will apply. We have an admission number of 177 places in September 2015, the initial Academy bid (proposal) was for a PAN of 220 and year on year growth is planned.

The Admissions Policy

Entry into Year 12

- i) Admissions to Post 16 will be from :
- ii) Students in Year 11 currently on roll at the school; and
- iii) Students from outside the school

The entry requirement for admission to Post 16 shall be the same for students on roll in Year 11 at the school and external applicants.

Academic entry requirements

For entry onto our:-

AS/A2 level courses we require a minimum of 5 GCSE A* - C grades from at least four subject disciplines and to include English and Maths. High grades are expected in your chosen subject area and for AS Sciences and Maths students will require at least a grade B in Science and Mathematics to meet the demands of the course. Similarly students taking AS English and/or History will require a grade B to meet the extended essay writing requirements of these courses.

Vocational Level 3 (e.g. BTEC National) courses we require a minimum of 5 GCSE A* - C grades from at least three subject areas and to include GCSE English and/or Maths.

NVQ Level 2 courses we require a minimum of 3 GCSE D-G grades to include GCSE English and Maths

NVQ Level 3 courses we require a minimum of achievement at NVQ Level 2 in the occupational area, GCSE English and Maths grade C or above or Functional Skills Level and at least 50 days work experience in the relevant field /occupational area. A satisfactory work placement reference and confirmation of a place for the duration of the course.

Please note for the purpose of entry:

Applied subjects at GCSE will count as 1 GCSE

BTEC/OCR courses count as 1 GCSE unless the achievement is the vocational area and the progression is to the same or similar. Applicants will need to have at least a GCSE A* - C in English and/or maths.

Core and Additional Science will count as separate GCSEs.

GCSE re-takes in English and Maths

Students taking advanced (Level 3) courses who achieved GCSE grade D in English Language and/or Maths will be expected to re-sit these subjects under their Study Programme in line with the government's Raising Participation Age (RPA) policy.

Students achieving below a grade D in either subject may be entered onto the Functional Skills English and/or Maths course.

Disclosure and Barring Service Reference (DBS)

Entry to some courses may be subject to clearance via the DBS prior to starting the course and will be compulsory for any applicant wishing to work with children and/or vulnerable adults. In some case completion of the Disqualification by Association form will also be required.

Entry into Year 13

Entry to Year 13 will depend on the availability of places on the courses for this year group. The student's results from any modules taken in Year 12 will also be taken into consideration as we require evidence that the student will be likely to go on to complete the courses successfully.

- ❖ Students taking examined subjects will have achieved at least a grade D to guarantee progress from AS Level to A2.
- ❖ Students taking vocational courses will have finished all work for units delivered in Year 12.
- ❖ Students not meeting these criteria will be required to attend a progress meeting to discuss the terms upon which they may return to Post 16.

Oversubscription Criteria

All students are treated in a fair and consistent manner with exceptional circumstances being taken into account. However, where the number of eligible applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria.

- i) Applications from internal applicants who are predicted to meet or exceed the academic requirements
- ii) Students in public care (looked after children)
- iii) Students with siblings at the school in Year 7 – 14. Siblings are defined as brothers or sisters (including step brothers or sisters) living at the same address as their primary place of residence); and
- iv) All remaining places will be offered to those students who have the better performance predicted at GCSE or equivalent for their subject specific requirements.

Appeals

Any student refused a place in Post 16 has the right of appeal to an independent appeals panel.

False Information

Any place offered on the basis of a fraudulent or intentionally misleading application will have that place withdrawn with immediate effect.