

Hartismere School



Sixth Form College Admissions Policy

Policy No. 10

6th Form admissions: Hartismere

- Admissions to the sixth form are managed by the academy trust.
- Entry for all internal and external students is subject to individual students meeting the deadline for application and the specific grade entry requirements for the separate courses they wish to take. These are published in the subject leaflets for that year of entry.
- Any admission for students who apply after the application deadline date will take account of the total number of students in year 12 and year 13 and the number of students in each class applied for.
- After application, each student has a meeting with a member of the sixth form staff. The purpose of this meeting is to discuss options and academic entry requirements for particular courses. The meeting is not used to determine an offer of a place.
- References or copies of latest reports are requested for all applicants. These are not used to determine the offer of a place.
- Our Published Admission Number for external students has been agreed with the Local Authority at 50 per year. Please note that, according to 1.43 of the most relevant admissions code; 'The Published Admission Number (for external students) should be based on an estimate of the minimum number of external candidates likely to be admitted, although it would be acceptable to exceed this if demand for available courses can be met.'
- We will offer places to a maximum of 80 external students, as this number has been determined by the academy as one that will eventually produce no more than 50 firm candidates for places following August results. In the very rare event that we get over 80 applications prior to the closing date then places will be offered to students using the criteria for entry published here. A waiting list of students will be kept by the school for applications after the deadline date, should external applications exceed 80 in number. Should there be less than 50 confirmed places after August results then students on the waiting list will be contacted to establish whether they would like to be considered for a place.
- Students on the waiting list, if contacted, will still be required to meet the results criteria for entry, as used for all other students during this process.
- Where an application is unsuccessful there is a right of appeal to an independent appeal panel.
- The admission authority is not obliged to admit any student solely on the basis of the 'Raising the Participation Age' legislation.

When there is oversubscription to sixth form courses, the following oversubscription criteria will apply:

In all cases the oversubscription criteria are;

1. Students 'looked after' or 'previously looked after' or with a 'statement of educational need/Education, Health and Care plan' who meet the application deadline date and the course grade entry requirements
2. Students who meet the application deadline date and the course grade entry requirements
3. Students who do not meet the entry deadline date but do meet the course grade entry requirements