

# **St Katherine's School**



## **Sixth Form Admission Policy**

**Policy Number SKP A022**

**Next Review: December 2018**

**Signed : Justin Humphreys      Dated : 7.02.17**  
**Headteacher**

**Signed: Elspeth Davis      Dated : 7.02.17**  
**Chair of Governors**

**St Katherine's School**  
**Policy No. SKP A022**  
**Sixth Form Admissions Policy**

**Rationale**

Students have a range of pathways on offer once they have completed Key Stage 4. Through the admissions process, student interviews are used alongside attainment data to explore the options available and to explore subject choices, ensuring students are selecting an appropriate pathway.

**Aims**

St Katherine's School aims to provide a high quality, comprehensive Post-16 education offering a range of academic and vocational level 3 courses in a supportive environment.

**Entry Criteria**

- To enter the Sixth Form students must achieve at least five GCSE or vocational qualifications graded A\*-C for GCSEs or their equivalents, Distinction\*-Pass for vocational subjects.
- Individual subjects will have their own minimum GCSE attainment grade as detailed in the course handbook issued each year.

**Admissions Process**

- Term 2 Sixth Form Opening Evening
- Term 2/3 Prospectus and admissions forms are available to prospective applicants.
- Term 3 Deadline for applications.
- Term 3/4 Individual student interviews and letters of confirmation of offers sent to applicants.

**Late applications**

Late applications will always be considered against the same criteria as above providing there is a good reason for not meeting the published deadline.

Final deadline for applications – first week of September of year of entry.

**Appeals Process**

Applicants who are refused admissions are entitled to appeal to an independent appeals panel of the Governing Body, who will consider the reasons for refusal.

**Capacity**

The maximum capacity for entrants to Year 12 is 100. However, it should also be noted that there may be a limit on the number of places available on any particular course. An application may be refused if it prejudices the efficient provision of education or efficient use of resources.

**Conditions of admission**

St Katherine's is a comprehensive school, and thus has a comprehensive Sixth Form. We offer both academic and vocational courses at Level 3. In considering applications, we will accept students onto courses on which they can be expected to have a reasonable chance of success. Evidence for making this judgement has to be an appropriate level of prior academic achievement; without this, we believe we would be wrong to lead students to believe they had a reasonable chance of success. Students are admitted to the Sixth Form on condition that they have met the academic entry criteria and subject to the availability of places. Applications are welcomed from students who are not currently St Katherine's students. The academic entry requirements for courses are the same for all applicants.

By law applications cannot be rejected on the grounds of a poor attendance or behaviour record.

### **Over-subscription criteria**

Where the school is named in a student's Statement of Special Educational Needs (to be referred to as an Educational Healthcare Plan from 2015) the Admission Authority is legally required to admit the student to the school. Such students will therefore be allocated places before the criteria below are applied. If the school receives more applications than the Admission Number the following criteria will be used to determine who will be allocated a place. All applications will be ranked in accordance with the criteria below given in order of priority.

- (a) Looked-after children. This covers children who are looked after by a local council in accordance with Section 22 of the Children Act 1989(b) and formerly looked-after children who have been adopted or made subject to a residence or special guardianship order.
- (b) Students who are the subject of a direction by a local council to admit or who are allocated the school in accordance with a Fair Access Protocol for school places.
- (c) Students with a brother or sister who will be attending the school (including in the Sixth Form).
- (d) Children of staff employed on a permanent contract at the school for at least two years, or where the member of staff has been recruited to fill a post for which there is a demonstrable skill shortage.
- (e) Students living in St Katherine's School's First Geographical Area, shown on the attached map. For further information on schools' First Geographical Areas please contact the North Somerset School Admissions and Transport Team.
- (f) Applicants not in the above categories.

### **Delegation**

The Governors on behalf of the local authority, control the admissions to Year 12 at St Katherine's School. The local authority has delegated the responsibility to the school, who have, in turn, agreed to follow all national and local legislation in relation to the admission of students into mainstream schools.