



# St Mary's CE High School

*'Everyone is equal: every deserves the best'*

## **Sixth Form ADMISSIONS POLICY 2022/2023**



# St Mary's CE High School

## SIXTH FORM ADMISSIONS POLICY 2022/2023

### Sixth Form & Leadership Centre

St Mary's Sixth Form & Leadership Centre is part of St Mary's CE High School and provides education provision for post 16 students, aged 16-19 years. This policy sets out below the intended admission arrangements for September 2022 entry. Students can only begin a year of study if they are under 19 years of age on the first day of term for the ensuing academic year.

### Admission Number

The admission number for external applicants to the St Mary's Sixth Form & Leadership Centre will be 50 students (this is in addition to students already at St Mary's CE High School transferring into the Sixth Form & Leadership Centre).

St Mary's Sixth Form & Leadership Centre will accept applications from external students for places once all internal student applications have been accommodated. The criteria for admission for external students is as stated for internal students, subject to the availability of an appropriate programme of study.

The admission of older students moving into the area or from other schools is achieved through the completion of an application form and consideration against the admission criteria for the school.

Students wishing to study in the sixth form (Years 12/13), either continuing their education at St Mary's or transferring from another school will be provided with information about the organisation of the sixth form and courses offered. There are a range of accreditations available to support different progression and learning pathways.

All admissions to the school are made in accordance with the Governors policy for admissions agreed with the Diocese of St Albans. The Governors welcome applications from students of any faith or none and families do not have to attend church to qualify for a place at the school or to be a member of the sixth form. Parents/carers wishing to apply for a place for their child in the Sixth Form & Leadership Centre will need to complete an application form, held on-line on the school website.

Acceptance for sixth form study at St Mary's will be based on the admissions criteria for the sixth form. Students who satisfy the admissions criteria will be invited for a guidance meeting and may subsequently be offered a place at the school. Meetings will normally take place during the autumn and/or spring term of the year prior to admission. Any meetings held to discuss options and courses will not form part of the decision process on whether to offer a place in the sixth form.

All application forms must be completed and returned by the closing date that is published for applications each year. External applicants should include their last academic/school report with their application form and will need to provide the contact details of their current school or school that was last attended.

Sixth form students are expected to contribute to the overall life of St Mary's and the Sixth Form & Leadership Centre and are expected to be committed to the standards and ethos expected of Post 16 students at St Mary's.

Students who are successful in their application will be expected to attend the sixth form Induction Week that takes place in the summer term of the year preceding entry to the sixth form. The school reserves the right to alter, substitute or withdraw study programmes.

## Admissions Criteria for Applications

A place in the Sixth Form will be available to all students on roll in Year 11 of St Mary's CE High School in the preceding academic year to that of entry into Post 16 education, subject to entry criteria being attained.

Students must have the academic potential to at least achieve the standard entry requirement for the proposed course of study. See below the three possible Learning Pathway requirements. The full list of subject specific entry requirements can be located in the Sixth Form Curriculum Book available on the school website, which should be read in conjunction with this Policy.

| Academic Pathway   | Professional Pathway   | Foundation Pathway   |
|--|--|--|
| <p>Suitable for high achieving students who are looking for professional occupations that require a degree / A levels and a higher level of academic achievement.</p> <p>This would include students considering universities that include the Oxbridge and Russell Group universities as well as Advanced, Higher or Degree Apprenticeships.</p> <p>Students on this pathway will study 3 or 4 A level qualifications.</p> <p><b>Recommended Entry Requirements*</b><br/>*Entry: 8 or more GCSE grades 9-4, including English and Maths at grade 5+</p> | <p>Suitable for students who are looking for professional occupations that may not require a degree but still need a higher level of academic achievement. This would include students considering universities and Advanced, Higher or Degree Apprenticeships.</p> <p>Students on this pathway will study a combination of Level 3 Vocational qualifications and appropriate A level.</p> <p>Students can also resit GCSE Maths either English on this pathway.</p> <p><b>Recommended Entry requirements*</b><br/>*Entry: 4-7 GCSE grades 9-4, including English and/or Maths at grade 4+</p> | <p>Suitable for students who are looking to secure their L2 qualifications before moving on to L3 study, Intermediate Apprenticeships or further education.</p> <p>Students on this pathway will study specialist Level 2 qualifications as part of a personalised study programme.</p> <p>Students can also resit GCSE Maths and/or English on this pathway.</p> <p><b>Recommended Entry requirements*</b><br/>*Entry: At least 1 GCSE/Level 2 qualification at grade 9-4</p> |

*\*Entry requirements always remain at the discretion of the School*

In the event of more applications to the Sixth Form being received than places being available, and to determine a place where there are two or more students for a final place on a programme of study, the following criteria will be used for admission to the final place:

1. Children looked after or previously looked after (refer to Note A below) in line with national guidance will be given priority. The School uses HCC published definitions for this criteria.
2. Thereafter places will be allocated to those applicants based on distance to the school from their home address, including a tiebreak where the applicant living closest to the school will be used. If two students live equidistant from the school random allocation will be used, which will be overseen by an independent person to ensure fairness.

## Appeals

Any student denied entry to the St Mary's Sixth Form has the right to appeal against this decision. If a student or parent wishes to appeal against a decision, this request should be made in writing to the Head Teacher.

**Note A : Hertfordshire County Council published definitions for “children looked after”**

Places are allocated to children in public care according to Chapter 7, Section 2 of the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012. These children will be prioritised under rule 1.

A “child looked after” is a child who is:

- a) in the care of a local authority in England, or
- b) being provided with accommodation by a local authority in England in the exercise of their social services functions (section 22(1) of The Children Act 1989) at the time of making an application to a school

“Internationally Adopted Previously Looked After Children” is a child who is: regarded as having been in state care outside of England if they were in the care of, or were accommodated by, a public authority, a religious organization, or any other provider of care whose sole or main purpose is to benefit society

Highest priority will also be given to children who were previously looked after, including those looked after outside of England, but ceased to be so because they were adopted, or became subject to a child arrangement order or a special guardianship order. These are defined as being “previously looked after children”

- All children adopted from care (in England ~~and Wales~~) who are of compulsory school age are eligible for admission under this rule;
- Children in the process of being placed for adoption are classified by law as children looked after providing there is a Placement Order and the application would be prioritised under this rule

Please note: children who were not ‘looked after’ immediately before being adopted, or made the subject of child arrangement order or special guardianship order will not be prioritised under this rule. Applications made for these children, with suitable supporting professional evidence, can be considered under rule 2.

Please note: Admissions authorities for schools designated with a religious character may give priority to all looked after children and previously looked after children whether or not of the faith, but they must give priority to looked after children and previously looked after children of the faith **BEFORE** other children of the faith. Where any element of priority is given in relation to children not of the faith, they must give priority to looked after children and previously looked after children not of the faith above other children not of the faith.

All children adopted from care who are of compulsory school age are eligible for admission under rule 1.

Children in the process of being placed for adoption are classified by law as children looked after providing there is a Placement Order and the application would be prioritised under Rule 1.

Children who were not “looked after” **immediately** before being adopted, or made the subject of a child arrangement order or special guardianship order, **will not** be prioritised under rule 1. Applications made for these children, with suitable supporting professional evidence, can be considered under rule 2.

<sup>1</sup> Child arrangements order

Under the provisions of the Children and Families Act 2014, which amended section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders which settle the arrangements to be made as to the person with whom the child is to live.

<sup>2</sup> Special guardianship order

Under 14A of The Children Act 1989, an order appointing one or more individuals to be a child’s special guardian or guardians.

<sup>3</sup> This definition has been amended in accordance with paragraph 1.7 (footnote 17) of the School Admissions Code that came into force on 19 December 2014.