



**To nurture each individual's aspirations and talent**

**To provide outstanding learning experiences and opportunities**

**To promote respect for one another and the environment**

**To encourage collaboration and partnership**

## **SIXTH FORM ADMISSIONS POLICY**

**Admission year 2017-2018**

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<b>Next Review date:</b>	<b>November 2016</b>
<b>Review period:</b>	<b>Annual</b>
<b>Status:</b>	<b>Statutory - The School Admissions Code which applies directly to the school by virtue of its funding agreement with the Education Funding Agency</b>

Farmor's is an academy school which aims to offer places in the Sixth Form to children up to the age of 19. The school's Governing Body is the admission authority for the school.

## **1. PURPOSE**

The purpose of this policy is to set out the admission criteria and application procedure for entry to Farmor's school Sixth Form for the school year commencing September 2017. This policy aims to ensure that all applications are dealt with in a fair and equitable manner.

Applications for places in years 7 to 11 are dealt with under the school's Admissions Policy Years 7-11.

Farmor's School has a highly successful Sixth Form and offers Advanced Subsidiary (AS) and Advanced Level (A Level) Courses in a wide range of subjects.

## **2. RELATIONSHIP TO OTHER POLICIES**

This policy operates in conjunction with the school's Admissions Policy Years 7-11 and Equality and Diversity Policy.

## **3. PRINCIPLES**

Farmor's has 150 places in its Sixth Form in each year. Applications are welcome from all prospective students regardless of whether they have attended Farmor's School prior to the Sixth Form.

### **Method of application**

Applications for a place in the Sixth Form are to be made on the Sixth Form application form.

The prospectus and application forms are published in November of the year preceding the year of entry to the Sixth Form. These may be obtained from the school Sixth Form administrator, Rachel Mehtar on 01285 712302 or [rmehtar@farmors.gloucs.sch.uk](mailto:rmehtar@farmors.gloucs.sch.uk), or via the website [www.farmors.gloucs.sch.uk](http://www.farmors.gloucs.sch.uk).

Applications can be made by completing and returning the paper application form or electronically via the online submission system at <http://goo.gl/forms/wRhkNtXMgK>

The normal deadline for application will be published in the prospectus for each academic year. We will consider later applications from students who meet entry criteria, if places are available and if we are confident that the applicant will, as a result of any time lost in the year, be able to catch up successfully.

### **Entry requirements**

The School's aim is to accept students onto courses they can be successful in pursuing. In making this judgement, Farmor's will look for an appropriate level of prior academic achievement in appropriate subjects and in accordance with the principles of this policy.

Farmor's requires five GCSE passes at grades A\*-C including English Language and Mathematics.

Additionally, applicants must have grades C or above in the subjects they are wishing to study at AS and A Level, unless specified as a B grade by the subject. See prospectus for details.

## Admissions priority

Where the number of applications do not exceed the number of places available all applicants that meet the entry criteria must be offered a place at Farmor's Sixth Form.

Where the number of applications that meet the entry criteria exceed the number of places available the following criteria, in the order set out below, will be applied to decide which applicants to accept:

1. Applicants who qualify as a looked after child<sup>i</sup> and all previously looked after children who are children who were looked after, but ceased to be so because they were adopted<sup>ii</sup> (or became subject to a child arrangements order<sup>iii</sup> or special guardianship order<sup>iv</sup>).
2. Applicants who have an authenticated medical reason for attending Farmor's. Consideration under this category must be supported by a written statement from the applicant's doctor and which must show a very specific connection between the medical need of the applicant and the facilities or resources at Farmor's.
3. Applicants who are the children of staff at the school. A child is considered to fall under this criterion where:
  - The member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
  - the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Applicants on the roll at Farmor's at the end of Year 11.
5. Applicants who will have siblings at Farmor's at the time of admission. The definition of a sibling is: *"a brother or sister, half-brother or sister, adopted brother or sister, step brother or sister, or the child of the parent's/carer's partner, and in every case, the child must be living in the same family unit at the same address"*.
6. Applicants with the strongest geographical claim.<sup>v</sup>

In the event of oversubscription being reached at any point in the priority list then the subsequent priority would apply.

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<sup>i</sup> A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. In Gloucestershire, such children are referred to as Children in Care.

<sup>ii</sup> This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders).

<sup>iii</sup> Under the provisions of s.14 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.

<sup>iv</sup> See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

<sup>v</sup> Geographical claim is calculated by giving priority for admission to applicants who live nearest to the school as measured by using Ordnance Survey data to plot the direct distance, as the crow flies, from the main entrance of the applicant's primary home to the main entrance gate of the school in Leaffield Road.

Random allocation will be used as a tie-break in category 6 above to decide who has highest priority for admission if the distance between two applicant's homes and the school is the same. This process will be independently verified.

#### **4. SPECIAL EDUCATIONAL NEEDS AND EDUCATIONAL HEALTHCARE PLAN**

The school is required to admit a child with a statement of Special Educational Needs<sup>vi</sup> or Educational Healthcare Plan<sup>vii</sup> who is named by the local authority, even if the Sixth Form is full.

#### **5. CONSULTATION**

This policy has been produced and consultation taken place in accordance with the requirements of the School Admissions Code December 2014.

#### **6. APPEALS**

Applicants refused admission are entitled to appeal to an independent appeals panel. Details of the appeal process are available from the school on request.

#### **7. MONITORING, REPORTING AND EVALUATION**

The full governing body and in particular the Curriculum and Student Welfare Committee of the governing body will evaluate the impact of and monitor the correct application of this policy.

The Senior Leadership team of the School will report on the workings of this policy to the governing body of the school.

Sixth Form admissions are monitored through the receipt of references from staff and tutors during the application process.

All applicants have a one-to-one discussion with a senior member of staff to ensure they are applying for courses they can realistically be successful in. However, this discussion does not form part of the decision making process on the part of the school on whether to offer a place. All applicants are offered a taster day so they may evaluate whether Farmor's Sixth Form is a place where they could study successfully and to assess whether their chosen courses are suitable.

Success, achievement and retention data is reviewed and evaluated regularly by Heads of Department to ensure the admissions criteria and this policy are fit for purpose when compared with retention and results.

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<sup>vi</sup> A Statement of Special Educational Need is a statement made by the local authority under Section 324 of the Education Act 1996 specifying the special educational provision required for that child.

<sup>vii</sup> An Education, Health and Care plan is a plan made by the local authority under Section 37 of the Children and Families Act 2014 specifying the special education provision required for that child.