

HINCHINGBROOKE SCHOOL

Inspiring Excellence Fulfilling Potential Developing Character



Policy Statement
on

POST 16 ADMISSIONS & PROGRESSION

Revised: Every 3 Years
Adopted by Governing Body: February 2020 (C&S Committee)

ADMISSIONS

1 General Entry Requirements

- a The minimum entrance requirement for general entry 2020/21 is five GCSE passes at 5 and above, with at least a grade 4 in English Language and Maths.
- b If a student is close to the criteria, but is not predicted to achieve them fully, we will review their application on a case by case basis.
- c Students will be guided onto courses with differing levels of challenge by the entrance criteria of the courses themselves, and by the guidance team through the application process. Our prospectus shows potential pathways for the students depending on their grade profiles at GCSE, but these pathways are descriptive, not prescriptive. That is to say, we use them for guidance, but we do not insist that students take only the courses available in the specific pathway aimed at students with that average points score. However students must meet the entrance criteria for individual subjects to be allowed onto those courses.
- d As well as meeting the entry criteria, students must provide a suitable reference, and we reserve the right to guide student elsewhere on the basis of a poor reference.

2 Subject Entry Requirements

- a As stated above, all subject specific entry requirements are in our prospectus.
- b Maths, Science A Levels, Computing, and MFL in particular have their own higher entry requirements.
- d We aim to provide a range of courses for students who have qualified for the Sixth Form but are not able to access those A Levels which have higher entry criteria. These subjects are: Criminology; Contemporary Fine Art; Dance BTEC; Drama BTEC; Music Technology; Financial Studies; Fine Art; Film Studies; PE, Photography; Sports BTEC. Several of these have specific criteria published in our prospectus, but in principle it is possible to take these subjects without a 5 in that subject.

3 Typical Study Programmes available

- a Three A Levels or equivalent.
- b Three A Levels or equivalent plus the Extended Project, typically for students with an APS of 5.5 or above. Other courses that can explicitly be taken as one year courses in Year 12 are Core Maths, Languages, Drama and Dance.
- c If students do Further Maths, they can take four subjects if they wish. If they wish to do four subjects and do not do Further Maths, we do not encourage this, but will allow it if they have evidence of high ability; their programme should be reviewed at Christmas of Year 12.
- d All students must be on three full time courses as a minimum. The EPQ is not a full-time course.

4 Guidelines for applicants

- a All applications, whether from internal or external applicants, will be treated equally as long as they meet the published deadline date. The deadline date for each year will be published on the school and website.
- b Applications are made through mychoice16.co.uk. Instructions and guidance are on the sixth form pages of the school website.
- c Once the date for the application process has passed, we will timetable students, and endeavour to the best of our ability to offer every applicant their first choice of subjects. However, in occasional cases there may be a timetable clash. We will inform the applicant of their options at that point.
- d In the case of late applications, students will be treated on a first-come, first-served basis. At this stage access to courses is subject to availability of places on the relevant course.

- e All successful applicants will normally receive an offer of a place within three weeks of their interview conditional on the prediction of their achievement of the required standards, and a suitable reference. We will respond to all applicants within the same time period.

PROGRESSION

5 Progression from Year 12 to 13

- a In order to progress from Year 12 to Year 13 a student must have a viable programme consisting of at least three courses.
- b No student may progress onto a Year 13 course if they have not reached pass standard in Year 12.
- c The minimum expectation is that a student will obtain two E grades in their end of Year 12 exams.
- d If a student passes two of their exams, but not three, then they may need to take an AS or an equivalent in an applied course, in Year 13. This will be available in some subjects. Guidance will be given at that point. It will mean that the student will in effect finish on two and a half A Levels or equivalent.
- d If a student fails end of Year 12 exams, they will be allowed the opportunity to resit. If they fail again, they will not be able to progress to Year 13 if they have not passed two of their courses. They will typically be offered a restart to Year 12 but also receive guidance about other options.
- e The school reserves the right to make exceptions in certain cases. In such circumstances, the student will meet with the Head of Sixth Form and their tutor. During this process the student's performance will be reviewed, including their work ethic, attendance and completion of CAS 24, before a decision is taken. If the decision is about the continuation of a specific course then the Head of Department will also be consulted.

The exception to the policy above regarding admissions and progression would be if an applicant has suffered as a result of exceptional circumstances. The Head of Sixth Form will make a decision in cases such as these, consulting with all relevant parties and stakeholders. In the event that the stakeholder is not satisfied with the outcome, they should appeal to the Principal by writing to The Principal's PA, at the school.