

HINCHINGBROOKE SCHOOL



Policy Statement on **POST-16 ADMISSIONS**

Drawn up by: JN/GEM
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Date adopted by Governing Body: 1.4.09 (Full Governors)
Revised:

PURPOSE:

To define the policy for admission of candidate students into the Sixth Form at Hinchingsbrooke School, Huntingdon, Cambs

SCOPE:

Candidates for admission to AS/A2 courses at Hinchingsbrooke Sixth Form

POLICY:

1 CRITERIA FOR ACCESS TO AS COURSES

- 1.1 Hinchingsbrooke Sixth Form is a level 3 centre; i.e. we offer a range of AS/A2, applied AS/A2 and Pre-U courses.
- 1.2 The normal minimum general entry requirement is 5 A*-C grades at GCSE level, including Mathematics and English.
- 1.3 Exceptions to the 5A*-C requirements are only made if:
 - a student has unusually underperformed as a result of severe short-term personal problems, where such problems would not be expected to hinder progress at AS/A2 level or;
 - a student achieves only one of Mathematics or English at grade C or but hold B or above grades in at least two of their GCSE subjects. All such exceptions must be approved by the Assistant Headteacher (Post 16).
- 1.4 In order to study specific subjects at AS level (Mathematics, Sciences, English Literature, History, Languages, Graphics and Resistant Materials) the normal expectation is that the student will have passed that subject at GCSE grade B or above. Exceptions to this must be approved by the Assistant Head (Post 16) following discussions with the relevant Head of Department.
- 1.5 In order to study Further Mathematics it is expected that students will have passed Mathematics at GCSE grade A or higher.
- 1.6 To study for pre-U courses, students will be expected to have achieved a minimum of 5 A/A* in their GCSE Examinations and will hold no more than one subject below a grade B. Additionally:
 - Mathematics Pre-U will require a minimum of grade A at GCSE
 - Politics Pre-U will require a minimum of grade A in English GCSE

2 COURSE PROFILES AVAILABLE

- 2.1 4 AS levels; this is the most common profile. Students may opt to take the Applied ICT course in addition to the 4 AS levels.
- 2.2 3 AS levels plus Applied ICT. This profile will only be available to students who fail to achieve grade B or higher in any GCSE examination.
- 2.3 5 AS levels. This profile will only be available to students who have achieved grade A or higher in the majority of their GCSE examinations.
- 2.4 A student's course profile if taking a Pre-U course is as follows:

- 1 Pre-U course plus 3 or 4 AS levels
- 1 Pre-U (Mathematics, Politics or German) + Global Perspectives + 3 AS levels

3 GUIDELINES FOR APPLICANTS:

- 3.1 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 with the application form which can be downloaded from the website: www.hinchingbrookeschool.net
- 3.2 In the case of late applications, students will be treated on a first-come, first-served basis. At this stage access to courses is evidently subject to availability of places on the relevant course.
- 3.3 All applicants will be expected to provide a school reference and current predicted grades with their application.
- 3.4 All applicants will be given a guidance meeting with a member of the Post 16 guidance team. These meetings will take place in the second half of the spring term. Exceptions to this will only be made for students who might not, at the time of application, be reasonably expected to have had access to the normal application procedure within the required time scale (eg students living abroad or out of area). The school reserves the right to consider such candidates as a result of other than face-to-face interview (eg phone contact).
- 3.5 All applicants will receive an offer of a place within 4 weeks of their interview conditional on their achievement of the required standards.

4 CRITERIA FOR ACCESS TO A2 LEVEL COURSES:

- 4.1 In order to progress from year 12 into year 13 a student must be able to put together a programme of at least 2½ level 3 subjects (eg 2 A2 subjects and 1 AS subject).
- 4.2 In order to progress to A2 level in any subject a student **must** have achieved at least a pass grade at AS level in that subject and, in most circumstances, students will be expected to have achieved a D grade or better at AS level in the subject. Students who wish to progress to A2 having achieved 2 or more E grades will only be considered for progression if they have a record of excellent effort, attitude and attendance throughout year 12.
- 4.3 In order to progress into year 13 it is expected that a student will have successfully completed the CAS24 programme in year 12.
- 4.4 Where a student has not met the above criteria they will not be able to progress into year 13.

5 OVERSUBSCRIPTION CRITERIA

The Year 12 cohort is expected to be in a range 230-250, and the minimum number of external candidates to be admitted will be published annually. Please note that the availability of places in certain curriculum subjects may determine if the oversubscription criteria detailed below are applied.

Where required the oversubscription criteria below will be applied. Priority will be given in the following order:

- Students looked after by a local authority under the provision of the Childrens' Act 1989
- Students with a sibling at the school at the time of admission
- Students in a Cambridgeshire school without Years 12 & 13
- Students in a Cambridgeshire school not offering the courses requested
- Students in any school without Years 12 & 13
- Students in any school not offering the courses requested

Oversubscription in a category:

Priority will be given to students living nearest the school as measured by a straight line. The distance, for admissions purposes, is measured using the straight line distance from the centre point of the home to the main pupil entrance to the school. These distances can be produced by the LA Admissions team for the school. For families who live outside the area covered by the Cambridgeshire mapping system, distances are determined using a combination of local maps and on-line resources.

Parents and students have a right to appeal against any decision refusing a Sixth Form place in a school with a Sixth Form. Appeals must be heard by an independent panel within 40 school days of the appeal being lodged.