



The Thomas Adams School

Policy Statement

Sixth Form Admissions 2014-15

Updated December 2014

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Reviewed by Governors

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Thomas Adams College is an integral part of the Thomas Adams School and will consider all applications from those who wish to join us.

Thomas Adams is an open access college, however we will endeavour to give clear advice to prospective students regarding the suitability of the courses we have available to meet each individual student's needs to ensure their future success.

The criteria for entry to the College will be 5 A*-C grades at GCSE, and each individual course will then offer specific entry requirements for that course. These are set out in the sixth form prospectus. The entry criteria apply to both internal and external applicants.

The Admissions Criteria are:

1. GCSE Performance. Each subject has set out their entry requirements in the Prospectus. Access to A-level courses is dependent on 5 GCSE A*-C grades. Maths and English must be retaken at the College if they are not passed at A*-C grade already.
2. We can offer an appropriate course and combination for the individual student.
3. In exceptional circumstances students will be considered on an individual basis.
4. The College accepts applications from both Thomas Adams School students and external candidates.

The total external admission number for the Year Group is 50 and as long as the number of external applicants does not exceed the Admission number all external applicants who meet the admissions criteria will be admitted. If there are more than 50 applicants then the oversubscription criteria for external students will be applied.

External applicants to the College will need to complete a supplementary form and provide the following evidence:

- Proof of date of birth
- Proof of address

Internal admissions will be taken according to the criteria above.

Oversubscription Criteria: (for external students only)

Students with a Statement of Educational Needs or EHCP which names the College and who meet the academic entry criteria will be offered a place.

The criteria for oversubscription will then be applied to those who meet the academic entry criteria in the following order until all places have been allocated:

1. Students in the care of the Local Authority (looked after children) or previously looked after children
2. Students who have a sibling studying at Thomas Adams School or College in the September of the applicant's year of entry
3. Other students – based on distance to the door

If the College receives more applicants than there are places, priority will be given to those with a permanent address nearest to the College.

The student's permanent address is where he or she normally lives and sleeps and goes to school from on the majority of school nights (Sunday – Thursday). Proof of residence can be requested at

any time throughout the admissions process. If false or misleading information is used to gain entry to the Academy, the offer of a place will be withdrawn and the application cancelled.

The distance which determines how close the child lives to the College is the shortest straight line distance, as the crow flies, between the entrance to the child's permanent address and the entrance door to the College main building. In the event of two or more distances being the same, random allocation will be used to decide the priority given to each application. The system for measuring distance will be the same as is used for Transition to Secondary school in Years 6/7.

Applicants not offered a place are sent details of the Independent Appeals procedure and can ask to be placed on the School's Waiting List. Applicants are offered a place from the waiting list in order of their ranking on the list up until the end of the first term of Year 12 entry.

Late Applications

All students interested in a place in the College Sixth Form should apply by the February half-term on the application form. Applications received after this date will be deemed as late. All late applications will be dealt with once all the 'on time' applications have been processed.

Casual Applications

Applications received at other times of the year for immediate entry to the Sixth form will be considered, as long as the Sixth form is not in a situation of oversubscription. If this limit has not been reached, and places are available in a suitable combination of courses, applications from students who meet the academic entry criteria would normally be accepted.

Applications may be made at any time, even after the start of the academic year. Such applications will be accepted if there are spaces within the Sixth Form and on the chosen course but such applicants should be aware that they would be expected to catch up with work already covered on the course.

Progression into Year 13

Places in the sixth form in Year 13 will be allocated to all students who successfully complete Year 12 courses.

This will be determined by passing either AS Level examinations or completing the necessary portfolio or other work towards A level 3 standard. In exceptional circumstances students may be allocated a place in Year 12, rather than Year 13 so that they can repeat courses.

Appeals

Parents/carers have a right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the College. The arrangements for the appeal will be in line with the Code of Practice on School Admissions Appeals as published by the Department for Education. The determination of the appeal panel will be binding on all parties. Guidance for parents on how the appeals process works will be provided on request, to parents/carers and published on the College website.