



Campion School

Post-16 Admissions **Policy**

Dated: December 2023

Review: December 2024



Campion School

Post-16 Admissions Policy

Policy details

Date of policy: December 2023

Date of next review: December 2024

Members of staff responsible for overseeing that this policy is implemented and regularly reviewed:

Jassa Panesar (Headteacher),

Mandeep Sandhu (Assistant Headteacher)

Signature (Chair of Governors):

A handwritten signature in black ink, appearing to be 'Paul'.

Signature (Headteacher):

A handwritten signature in black ink, reading 'J Panesar'.

Dated: December 2023

CONTENTS

- I. Application Process
- II. Minimum Entry Requirements for Campion Sixth Form
- III. GCSE Retakes
- IV. Late Applications
- V. Oversubscription
- VI. Requirements for Progression from Year 12 to Year 13
- VII. Removal from Roll

Post-16 Admissions Policy

Application process

1. Applicants will be required to formally apply to Campion School Sixth Form through the completion of an application form. They must also attend an interview, where suitability for courses will be discussed.
2. Acceptance onto courses is subject to the student meeting the entry requirements outlined below (Article II). In addition:
 - a. internal students will be required to demonstrate a commitment to the ethos of Campion School through positive behaviour and a positive attitude towards learning;
 - b. external students will be required to provide a character reference from their current provider.
3. Your place at Campion School will be jeopardised if you do not follow the policies in place for the whole school. These include the, Behaviour policy, Attendance policy and Anti bullying policy. Please be advised that if you fail to meet the basic requirements of a course or fail to make sufficient progress, you will not be able to continue on that course and will be advised of alternative routes/courses. These will include courses at alternative post 16 providers.
4. The deadline for all applications will be the last Friday of January in the calendar year of entry.
5. Applications after this date may not be considered.
6. The application form for Campion Sixth Form can be found on the school website entitled 'Post 16 Application Form'.

Minimum entry requirements for Campion Sixth Form

7. To access Level 3 qualifications, all students must achieve five GCSE grades 9 to 4, including GCSE English and GCSE Mathematics as well as meeting individual subject requirements.
8. Individual subject requirements can be found on the school website entitled 'Post 16 Minimum Requirements'.
9. Under exceptional circumstances we may consider students who do not meet this threshold, for example, if a student has recently moved to the United Kingdom from elsewhere.

GCSE retakes

10. Students studying at Campion Sixth Form who achieved a GCSE Grade 3 or lower in English or Mathematics, will be required to attend GCSE re-take classes, alongside their option subjects. Attendance to resit classes is compulsory, until students have achieved a Grade 4 or above.

Enrolment

11. Students are required to formally accept their sixth form offer on GCSE results day.
12. If a student has met the conditions of their offer they will enrol on to their chosen courses.
13. If student has not met the conditions of their offer, they will have a meeting with a member of the Sixth Form team to discuss an alternative suitable course/(s).
14. Students join Year 12 on a probation period of up to six weeks – we reserve the right to ask students to leave the sixth form during this period based on point(s) b to e, outlined in section VIII, paragraph 21.

Late applications

15. Late applications (after the Autumn Term has started) will only be considered up to the date of the school census in early October.

Oversubscription

16. In the event that the number of eligible students exceeds the places available at Campion Sixth Form, the criteria listed below, in order of priority, will be used to select students:
 - a. children in the care of, or provided with accommodation by, a local authority OR children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order), subject to meeting the entry requirements
 - b. internal students, subject to meeting the entry requirements
 - c. external students, subject to meeting the entry requirements.
17. In the event of continued oversubscription of the Sixth Form or a particular course, average GCSE point scores will determine entry.

