



The Robert Carre Trust Sixth Form Admissions Policy 2019-20

For Clerk's Use Only			
Trust Policy			
Date of last review	Sept 2017	Board Sign off date	12/12/17 Rev March 2018
Next Review	Sept 2018	(For 2020-21)	
Notes:			

This admissions policy applies to students seeking admission to Year 12 at either school within The Robert Carre Trust, namely Carre's Grammar School and Kesteven and Sleaford High School, and covers admission into Year 13 for those wishing to complete their studies at either school.

The majority of our students in Year 11 continue with their studies into our Sixth Forms.

Admission to Year 12

All offers of a place in Year 12 will be made on condition of students meeting the Trust entry requirements laid out below.

We offer two pathways in the Sixth Form:

- The minimum requirements for students who wish to study A Levels are 5 GCSEs full course at grade 5+ and at least grade 4 in Mathematics and grade 4 in English Language or Literature. In addition students must meet the specific individual entry requirement for each subject they wish to study. Full details are in the SJSF prospectus and as published on the website in the Autumn Term.
- The minimum entry requirements for students who wish to study BTEC or CTEC qualifications or a mix of BTEC/CTEC qualifications and Applied A Levels is the equivalent of at least 5 subjects at grade 4+, including English Language or Literature grade 4+. In addition students must meet the minimum entry requirements specified by the subject of their choice, as published in the SJSF prospectus and on the website in the Autumn Term.

Students will only be admitted to the Sixth Form if their courses can be efficiently and effectively provided. The governors need to consider the use of rooms, the curriculum, budget and staffing when considering the number and types of courses that can be offered.

We welcome applications from students attending other schools and institutions and have set a Published Admission Number of 40. All students will be admitted without bias.

Where students applying to the Sixth Form at The Robert Carre Trust do not have GCSEs their other formal equivalent qualifications will be considered on a case-by-case basis. Student qualifications will be considered along with other information provided by the student's current school, in an attempt to make a fair assessment of the application.

The over-subscription criteria:

- A child who is in the care of a local authority or provided with accommodation by them in accordance with Section 22 of the Children Act 1989, at the time of application. This definition includes previously looked after 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.
- A child who has been registered for Pupil Premium, that is those registered for Free School Meals at any point in the previous six years, who has met the entrance requirements.

- Students who, at the time of admission, have siblings at either school within The Robert Carre Trust. The definition of sibling is 'a full brother or sister, whether or not living in the same household, or another child normally living for the majority of the term time in the same household, for whom an adult in the household has parental responsibility as defined in the Children Act 1989 or Section 576 of the Education Act 1996'.

Tie Break

Should the number of applicants exceed the number of places available, then places will be offered to those applicants whose place of permanent residence is nearest to the school. This will be as calculated electronically to three figures after the decimal point (eg 1.543 miles) by Lincolnshire Council School Admissions Team as a straight line distance from the Post Office Address Point of the home to the Post Office Address Point of the school.

If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place then a lottery will be drawn by an independent person, not employed by the school or working in the Local Authority Children's Services Directorate.

Admissions Process Year 12

Students applying for a place in Year 12 will be invited to attend the Sixth Form Open Evening, an annual event at the schools held at a specified date in the Autumn Term.

Applications for Year 12 must be completed using the common application form, addressed to the Sixth Form Administrator, by the date specified by the schools (please check the websites for details). Applications received after this deadline will be considered, but students should be aware that some subjects may be over-subscribed.

For internal applicants, all offers of a place in Year 12 will be made in the Autumn Term on condition of them meeting the Sleaford Joint Sixth Form entry requirements above. Each student will be offered a meeting with a member of staff within the Trust to discuss their chosen learning pathway and ongoing studies within the schools.

For external applicants, a letter will be sent to the applicant confirming the decision made regarding a place in Year 12 in the Autumn Term. All offers of a place in Year 12 will be made on condition of students meeting the Sleaford Joint Sixth Form entry requirements above. Students will be invited to discuss their preferred learning pathways and course choices.

Guidance will be given to students who wish to consider a change of subject following receipt of GCSE results.

Year 13

Students who have completed Year 12 are automatically offered a place in Year 13 to continue their studies. The majority of students in Year 12 will decide to continue with their studies into Year 13. If a student has found their learning pathway challenging in Year 12 they might decide, with the support and advice of the Sixth Form team, to adjust their subject choices or learning pathway. Counselling will be provided at the end of Year 12 to ensure that students are able to continue their studies in the Sleaford Joint Sixth Form on the most appropriate route for success. Progress and attainment throughout Year 12 will be taken into account to determine that the student is following the most appropriate learning pathway.

External students may be admitted, dependent upon the Examination Boards they have studied in their previous school in Year 12 and places becoming available following application of our over-

subscription criteria. Progress and attainment throughout Year 12 at their previous school will be taken into account to determine that the student is following the most appropriate learning pathway

Appeals

Any difficulties about access to a particular course or the Sixth Form in general should be discussed with the Director of Sixth Form. If it is not possible to find a solution then the student and their family will be advised of the formal appeal process, which is an independent body separate from the schools.

This policy was determined at the meeting of the RCT Board on 12th December 2017 with no amendments after full consultation via Lincolnshire County Council and in accordance with the School Admissions Code.