



Campion School

Post-16 Admissions

Policy

Dated: December 2023

Review: December 2024



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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:

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Signature (Chair of Governors):

Signature (Headteacher):

Dated: December 2023

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I. 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. The deadline for all applications will be the last Friday of January in the calendar year of entry.
4. Applications after this date may not be considered.
5. The application form for Campion Sixth Form can be found on the school website entitled 'Post 16 Application Form'.

II. MINIMUM ENTRY REQUIREMENTS FOR CAMPION SIXTH FORM

6. 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.
7. Individual subject requirements can be found on the school website entitled 'Post 16 Minimum Requirements'.
8. 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.

III. GCSE RETAKES

9. 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.

IV. ENROLMENT

10. Students are required to formally accept their sixth form offer on GCSE results day.

11. If a student has met the conditions of their offer they will enrol on to their chosen courses.
12. 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).
13. 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.

V. LATE APPLICATIONS

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

VI. OVERSUBSCRIPTION

15. 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.
16. In the event of continued oversubscription of the Sixth Form or a particular course, average GCSE point scores will determine entry.

VII. REQUIREMENTS FOR PROGRESSION FROM YEAR 12 TO YEAR 13

17. The criteria for continuing onto Year 13 study is based on Year 12 mock examination data and/or internal assessment data.
18. In order to remain a student of Campion Sixth Form, individuals must ensure they meet the following criteria:
 - a. adhere to the whole school Behaviour Policy (available on the school website)
 - b. adhere to the Sixth Form dress code (available on the school website)
 - c. adhere to the school Mobile Phone Policy (available on the school website)
 - d. have a minimum of 95% attendance and good punctuality

- e. demonstrate a positive attitude towards learning and the school ethos.
19. Failure to comply with the above criteria without good reason may result in a student being asked to leave the sixth form.

VIII. ENTRY TO, AND REMOVAL FROM, THE SIXTH FORM

20. Students can be denied entry and/or asked to leave the sixth form based on the following grounds (this is not an exhaustive list):
- a. if the student has voluntarily chosen to leave the sixth form
 - b. poor attendance (of below 90%) and/or unauthorised absence
 - c. regular failure to comply with the whole school Behaviour Policy and/or Mobile Phone Policy and/or Sixth Form dress code (available on the school website)
 - d. poor attitude towards learning and/or the school ethos
 - e. if the student behaves in a manner that would compromise the health and safety or safeguarding of themselves and/or others
 - f. failure to pass a mandatory BTEC unit(s)