



# Admissions Arrangements for the 6<sup>th</sup> Form - 2020

Bishop Justus is a Church of England School and in the sixth form learning and development are underpinned by Christian beliefs and values. Bishop Justus offers a range of academic and vocational qualifications for sixth form students as described on our school website.

## Academy Ethos

We want our students to have a strong character and be aspirational. The virtues we hope to nurture in our students are many, but in particular faith, hope, love, wisdom, courage and kindness. We want to develop our students to be hard-working and thoughtful individuals who care for themselves and others. Rigorous academic skills and a strong work ethic need to go hand in hand with compassion and empathy in the character of a Bishop Justus student.

The academy is fully inclusive and welcomes applications from all students. The academy fully complies with its responsibilities under the Equality Act 2010.

All year 11 students at Bishop Justus are expected to apply for courses in the sixth form as appropriate. We also welcome applications from students who attend other schools. Looked after and previously looked after children are automatically awarded a place if they meet the academic criteria.

## Entry to Year 12

The published admission number for Year 12 students is 160 places. Places will be automatically offered to current students who wish to continue to 6th form, who meet the general Sixth Form Academic Entry Requirements detailed below; these students do not need to complete an application form. There will be a minimum of 10 places available for external candidates.

When academy's current Year 11 students take up places elsewhere or do not meet the academic standard required for entry to A level courses, additional places will be offered to external candidates up to the Year 12 capacity of 160 in accordance with the Sixth Form Academic Entry Requirements detailed below.

In order to achieve entry into our Sixth Form, both internal and external students must meet the Academic Entry Requirements detailed below and in addition the required entry criteria for each of the courses they wish to study in the Sixth Form. Please see the academy's website for entry criteria for individual courses. Students studying other qualifications should contact the academy for guidance.

In the event of over-subscription, the oversubscription criteria set out above below will apply.

## Academic Entry Requirements

Our points system is set up to help students to work out what type of provision is suited to them and is based on QCA points. GCSE Grades range from grade 9 down to grade 1.

The move to three A Levels is as a result of the increased challenge and complexity of A Level since they have been reformed and decoupled. It also reflects the increased teaching time afforded A Level subjects to ensure challenge and complexity is met.

It is expected that a student gaining a point score of **64** or more **from 8 subjects** may consider sitting four A Levels but a student should be mindful that this curtails other additional curriculum offers. Students securing **53** or more from the best 8 subjects would only apply three A Levels and could select two subjects from Science and Mathematics. Those gaining between **45** points and **53** will follow a three A Level route. All Students with scores below this will be in receipt of Information Advice and Guidance throughout Y11 and an accessible

alternative curriculum will be sort this includes alternative vocational routes leading to employment or apprenticeships with other post 16 providers.

Please refer to our website for full course requirements.

**We will require external applicants to provide copies of examination results before taking up places.**

Meeting the requirements of any course is no guarantee that the applicant will automatically be offered a place on his or her preferred combination of courses. Entry into Year 12 will depend upon the availability of space on courses.

**Oversubscription Criteria**

Where there are more applicants meeting the Academic Entry Requirements than places, places will be allocated in the following priority:-

1. Looked after and previously looked after candidates who meet the criteria. If applications which meet this criteria exceed the number that can be offered, applicants will be ranked by distance from the academy as defined below.
2. Applications from internal candidates who meet the academic requirements. If applications which meet this criteria exceed the number that can be offered, applicants will be ranked by distance from the academy as defined below.
3. Applications from external candidates who meet the academic requirements. If applications which meet this criteria exceed the number that can be offered, applicants will be ranked by distance from the academy as defined below.

**Year 13**

Year 12 students enrolled on modular A Level courses are expected to achieve 3 D grades in order to continue a subject to be studied at A2 in Year 13. For students enrolled on the new linear A Level courses both external and internal exams may be used to inform progress into Year 13.

Students who do not meet the guidelines for Year 13 must have an appointment with the Director of 6<sup>th</sup> Form on the day following the publication of external results and/ or internal exams, for the consideration of the way forward. Final decisions will be made by the Headteacher in consultation with the AHT for 6<sup>th</sup> Form within 25 school days of the publication of external results and/ or internal exams.

**Entry for Years 12 and 13 for Adults**

The admission authority has agreed that students who are 18 or over will not normally be admitted into Year 12 and those who are 19 or over will not normally be admitted into Year 13.

**Children with an Education, Health and Care Plan**

Children with statements of Special Educational Needs (SEN) or Education, Health and Care (EHC) Plans are dealt with under a separate process by the local authority's Special Educational Needs team. The published admission number is inclusive of students with a statement of SEN or EHC Plan that are admitted to the academy pursuant to the academy being named in their statement or EHC Plan.

A Statement of Special Educational Need is a statement made by the Local Authority under Section 324 of the Education Act 1996 specifying the special educational provision required for that child. An Education, Health and Care plan is a plan made by the Local Authority under Section 37 of the Children and Families Act 2014 specifying the special education provision required for that child.

**Waiting list**

No waiting list is held for external applications to the sixth form. Applicants meeting the criteria who are not offered places because there is no space are advised to reapply later in the same year and/or contact the academy again following receipt of their examinations results in September. The academy may contact you in

September should spaces become available on courses. If places are then available their applications may be successful.

### **Admissions Outside the Normal Age Group**

Parents of gifted and talented children, or those who have experienced problems or missed part of a year, for example due to ill health, can seek places outside their normal age group. Parents should write, in the first instance, to the headteacher, explaining their reasons. All such requests must be made in writing to the headteacher in the first instance ((by email to the headteacher's PA: michelle.crussell@bishopjustus.bromley.sch.uk) and the admission authority (mary.capon@aquinastrust.org).

It is not an automatic right to choose this option and decisions will be made by the admission authority on the basis of the circumstances of each case and in the best interests of the child concerned. To determine this the following will be taken into account: the parent's views; the student's view; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The views of the headteacher of the academy will also be taken into account. When informing a parent of their decision on the year group the child should be admitted to, the admission authority will set out clearly the reasons for the decision.

Where the admission authority agrees to a parent's request for their child to be admitted out of their normal age group and, as a consequence of that decision, the child will be admitted to a relevant age group (i.e. the age group to which pupils are normally admitted to the academy ) the local authority and admission authority will process the application as part of the main admissions round, unless the parental request is made too late for this to be possible, and on the basis of their determined admission arrangements only, including the application of oversubscription criteria where applicable. They will not give the application lower priority on the basis that the child is being admitted out of their normal age group. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the academy but it is not in their preferred age group.

### **Right to appeal**

Students and their parents have a statutory right of appeal to the Independent School Appeals Panel against the decision to refuse them admission to the Sixth Form. Those wishing to appeal should register their intention to do so, by sending a letter addressed to the School c/o The Clerk to the Independent Appeals Panel within 30 days of the GCSE results day.

Appeals for children with a statement of special educational needs are dealt with by a SEN Tribunal.

### **Definitions**

#### **Distance**

Distance will be measured (in a straight line) from the unique national grid reference (Easting and Northing) of the child's home address (including flats) to the main entrance of the academy building, using the Local Authority's computerised measuring system that identifies the unique national grid reference for the property. Those living closer to the academy receiving the higher priority. The furthest distance reached is checked to confirm it is unique. Where the next applicant measures the same, the system will go to further decimal places within a measurement to qualify who is nearer. Where applications are received from flats that have the same "easting and northing" measurements, places will be allocated by door number; the lower the number the higher the priority. If there are two identical distance measurements for different addresses of separate applicants, the tiebreak will be done by drawing lots.

#### **Home**

Home is considered to be a residential property that is the child's only or main residence and not an address at which the child may sometimes stay or sleep due to domestic or special arrangements. Addresses involved in child minding (professional or relatives) will not be considered. Parents will be asked to provide documentary

evidence to confirm the address and parental responsibility. Change of parental responsibility, unless exceptional circumstances through a court order, will not be accepted during the co-ordinated admission process. The address must be the child's home address on the day the application form is completed and which is either

- Owned by the child's parent(s), OR
- Leased to or rented by the child's parent(s) under a lease or written rental agreement.

Where there are shared responsibilities for the child, and as a consequence the child lives at two different addresses during the week, the home address will be regarded as the one at which the child sleeps for the majority of weekdays during term time.

### **Child looked after and previously looked after**

A 'child looked after' definition:

- i) A child looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in section 22 (1) of the Children Act 1989) at the time of making an application to a school. These children must still be 'looked after' when the child starts school unless (ii) applies.
- ii) Or a child who was previously looked after by an English or Welsh local authority, and immediately after being looked after became subject to an adoption, residence, or special guardianship order. This includes children who were adopted under the Adoption Act 1976(see section 12 adoption order) and children who were adopted under the Adoption and Children's Act 2002.

### **Parent**

A 'parent' is defined in this policy as a natural or adoptive parent of the child, or a person who is not the natural or adoptive parent of the child, but who has parental responsibility for the child, or is deemed to be a person who has care of the child instead of their natural or adoptive parents.