**Admissions**

**Admissions Numbers**

I. All students in Year 11 at The King Alfred School who meet the entrance criteria, are suitable for the courses applied for and demonstrate commitment to their academic work are entitled to a place in the Sixth Form.

II. Taking into account choices for AS Level study, applications will be refused where the school considers the size of teaching sets to be detrimental to the education of the group and where it is not financially or educationally desirable to alter the balance of the school’s staffing or to appoint additional staff.

**Admissions Arrangements**

I. The King Alfred Sixth Form encourages applications from students currently at the school, as well as students from other institutions, including students from abroad.

II. All applicants must complete the internal/external application form and send this to the Sixth Form Administrator by the designated date (usually the start of

February).

III. All information relating to applications is contained within the Sixth Form prospectus, a copy of which can be found on the school website.

IV. A Sixth Form Open Evening is held annually and all potential applicants are encouraged to attend.

V. Internal applicants will receive guidance prior to completing their application through CIAG and an SLT face to face meeting.

External candidates may have a guidance meeting with a member of staff after receipt of their application.

VI. Once external applications have been received, references will be sent for.

VII. The school aims to inform applicants whether or not they have been successful in their application by the Easter break/ end of Term 4.

VIII. For successful external applicants, a formal written acceptance of the offer will be required by the date indicated in the offer letter. Should a student fail to accept the offer by this date the school reserves the right to withdraw the offer of a place in the Sixth Form.

**Admission Requirements**

**Yr11 into 6th Form**

I. Admission to particular courses will depend upon availability of places and a

student’s prior attainment at GCSE.

II. Our policy is to ensure that students accepted into the sixth form can be placed in appropriate courses where they are likely to succeed. For this reason the following entry criteria apply to the courses offered. If an applicant does not meet the criteria the school reserves the right to use its discretion, based on the school’s knowledge of that applicant, to offer a place to that applicant.

III. All students will require at least 5 A\*-C GCSE grades, this must include a minimum of C grades in both English Language and mathematics GCSE. Many courses have subject specific criteria which are detailed in our course prospectus. However, a minimum of a grade B at GCSE in the chosen subjects is strongly recommended.

**Yr12 into Yr13 Admissions**

I. Where students have completed Year 12, preferably a minimum of a D grade in at least three subjects at AS level or AS level equivalent will be required to continue to Year 13, plus in some circumstances any other individual criteria given to a student and parents/carers prior to results day.

II. For admission into Y13 for external students, you must apply by beginning of term and have achieved a minimum of 3 grade Ds or above at AS level. An application form should be completed and following the receipt of the completed application form, eligibility of transfer of subjects between exam boards will be checked, references will be sent for and a guidance meeting held. Arrangements will need to be made to ensure the certification of AS subjects taken to enable transfer of qualifications.

**Allocation of Places**

If in the event of the 6th Form being oversubscribed, students who meet the admissions requirements and where there are spaces in courses that the applicant wishes to take, places will be offered in the following order of priority:

1) Looked After Children

2) Internal applicants

3) External applicants

**Closing Dates and Late Applications**

External applications received by the closing date will be considered before all subsequent external applications. Late applications from external candidates will only be considered if places become available in all subjects requested at the time of receiving the application.

**Waiting Lists**

If we are unable to offer applicants a place based on the details described in this policy, the school will hold applications on file. Should circumstances change in relation to the projected number and size of teaching groups which may allow the application to proceed, applicants may be contacted.

**Appeals Process**

If an applicant is refused a place, there is a right of appeal to the Governing Body.

Applicants wishing to appeal should do so to the Clerk to the Governors at the school. Should an appeal be turned down by the Governing Body applicants have a right of appeal to an independent appeals panel administered by the Local Authority.

**Appendix: Specific Course requirements as at October 2015**

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| --- | --- |
| ***Subject*** | ***Entrance Criteria*** |
| *Art* | *Expected to meet entrance requirement* |
| *Biology* | *Must average a B grade or above in the three GCSE science subjects and a B grade or above in the AS science subject they wish to study.* |
| *Business Studies* | *Expected to meet entrance requirement* |
| *Chemistry* | *Must average a B grade or above in the three GCSE science subjects and a B grade or above in the AS science subject they wish to study.* |
| *ICT* | *Expected to meet entrance requirement* |
| *Dance* | *Expected to meet entrance requirement* |
| *Design Technology* | *Expected to meet entrance requirement* |
| *Drama* | *Expected to meet entrance requirement* |
| *English Literature* | *Grade B or above in GCSE English Language and Literature* |
| *French* | *Expected to meet entrance requirement* |
| *Further Mathematics* | *Grade A or above in Mathematics* |
| *Geography* | *Expected to meet entrance requirement* |
| *German* | *Expected to meet entrance requirement* |
| *History* | *Expected to meet entrance requirement* |
| *Mathematics* | *Grade B or above in Mathematics* |
| *Media Studies* | *Expected to meet entrance requirement* |
| *Music* | *Grade B or above in Music & grade 6* |
| *Philosophy and Ethics* | *Expected to meet entrance requirement* |
| *Photography* | *Expected to meet entrance requirement* |
| *Physical Education* | *Expected to meet entrance requirement* |
| *Physics* | *Must average a B grade or above in the three GCSE science subjects and a B grade or above in the AS science subject they wish to study.* |
| *Psychology* | *Grade B or above in English or Science.* |
| *Sociology* | *Expected to meet entrance requirement* |