



ADMISSIONS POLICY
SIXTH FORM (September 2015)

1. Introduction

1. The Governing Body is the Admissions Authority for All Saints School and is therefore responsible for the admission of students into the sixth form at the school. Any queries regarding sixth form admissions should be directed to the school.
2. The capacity for the sixth form is 400. This is a combined figure for Years 12 and 13.

2. Admission to the Sixth Form

1. Admission to the Sixth Form will be from:
 - a) students in Year 11 at All Saints RC School and
 - b) students from outside of All Saints RC School
2. Students on roll at All Saints RC School are required to apply for a place in the Sixth Form as are students from other schools.
3. The entry requirements for admission to the Sixth Form shall be the same for students on roll in Year 11 at the school and external applicants.
4. Students will be enrolled into the Sixth Form prior to the start of the Autumn Term in each school year although there may be some occasions when students transfer during the academic year.

3. Entry requirements

All those seeking admission to the Sixth Form must achieve the necessary grades for access onto the courses they have chosen (refer to the subject specific entry requirements in the prospectus or on the website). All applications are subject to approval by the sixth form team. Should a subject applied for not have been studied previously at GCSE entry will be at the discretion of the sixth form team in negotiation with the department and under the criteria they determine e.g. evidence in the form of a portfolio or prior attainment. Access to new subjects (not necessarily available at GCSE) is dependent on the applicants GCSE profile and on condition that they abide by the firm recommendation that no more than two new subjects are studied.

4. Oversubscription criteria

Where the number of eligible applicants exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

1. 'Looked after' and 'previously looked after' children from Catholic families.
2. Baptised Roman Catholic children attending a Catholic primary school.
3. Other baptised Roman Catholics. 'Eligible employed parents.
4. Other 'looked after' or 'previously looked after' children.
5. Catechumens and members of an Eastern Catholic Church.
6. Children with a brother, sister or parents at the school at the time of proposed enrolment.
7. Children attending a Catholic Primary school.
8. Christians of other denominations whose application is supported by a letter from a minister of religion or other religious leader and the parents.
9. All other applicants.

Where the offer of places to all applicants in any of the categories listed above, would lead to over subscription within a category, then the following criteria will be used in the order given:

1. The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an applicant within each category.
2. Where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child, which can most appropriately be met at this school, this may at the discretion of the governors increase the priority of an application within a category.
3. Where the offer of places to all applicants in any of the sub-categories listed above would still lead to over subscription, the places up to the admission number will be offered to those living nearest to the school. Distances will be measured using the LA's GIS system from the home front door via the shortest, safest walking route to the school,

The number of students who have applied for each course will need to be taken into account, meaning that extra students can sometimes be accommodated over the admission number if the student's chosen course is not full.

5. Appeals

Any student refused the offer of a place in the sixth form has the right of appeal to an independent appeals panel.

6. False Information

Where the School has made the offer of a place in the sixth form on the basis of a fraudulent or intentionally misleading application which has effectively denied a place in the sixth form to a student with a stronger claim, the offer of a place will be withdrawn.

7. Late Applications

Late applications will be considered up to the end of the second full week of the Autumn Term but offers or conditional offers may be subject to the size or projected size of

classes. Option blocks are fixed shortly after the application deadline has passed. Late applicants therefore a) Choose from fixed option blocks and b) Cannot access classes that are full.

8. Timetable for Admission

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| 1. Students complete application | January 2015 |
| 2. Applications processed | February 2015 |
| 3. Option blocks are fixed based on applications.
School makes conditional offer and this
is communicated to applicants by letter | March 2015 |
| 4. GCSE results published | August 2015 |
| 5. Admission confirmed or refused | August 2015 |
| 6. Independent appeals | September 2015 |

NB: Students can apply up to the start of the courses but it is helpful to receive early applications as above.

Address for correspondence:

Mr W Scriven
Headteacher
All Saints RC School
Mill Mount
York
YO24 1BJ

9. Monitoring, Evaluation And Review

The Governing Body will review this policy every year and assess its effectiveness and implementation

10. Availability

This policy will be included in the Staff handbook. Copies will also be available, if required, from the Head Teacher's secretary and the school website.

Person Responsible:	<i>Assistant Headteacher (Sixth Form)</i>
Reviewed by:	<i>Governors' Admissions Committee</i>
Last Review Academic Year:	<i>May 2013</i>
Next Review Academic Year:	<i>January 2014</i>