

# Ashfield School



## POST 16 ADMISSIONS POLICY

Date of policy:

September 2019

Review date:

September 2020

Ashfield School Sixth form is committed to providing places on an open-access basis. Our entry requirements are generic and indicative only. The sixth form is committed to recruiting with integrity. IAG is provided at all stages and takes into account a range of factors including GCSE score, predicted grade, actual grade and other factors. The Sixth Form reserves the right to refuse admission to a course in some cases, even where the generic requirements are met. This is in the interests of student success.

### **16-19 Study Programme Requirements**

All our Post 16 pathways are designed to provide structure and a challenging personalised learning programme. Every student in Years 12 and 13 will study academic or vocational qualifications that are linked to their future plans.

Students who embark on a study programme who do not yet have a grade 4 or higher in Mathematics or English will be required to work towards the achievement of these qualifications as part of their programme.

The pathways that students follow will maximise progression opportunities onto the next stage of their education, employment or apprenticeship.

There are 2 pathways available in Key Stage 5: Academic or Vocational.

- A levels and/or Level 3 Applied courses.
- Vocational.

### **Planned learning hours**

In order to maintain funding from the EFA all students must be on a programme of above 540 planned learning hours. Students will not be accepted on programmes less than 540 hours.

Students who have not achieved a grade 4 in GCSE English or Maths must enrol onto a GCSE course or at least be working towards GCSE on a suitable alternative qualification. This is now a condition of funding.

This will be agreed with the student on enrolment and form part of their learning agreement. Subsequent changes to this programme must be agreed by the Post 16 LT, but the hours must not fall below 540, unless there are extenuating circumstances.

Student's programmes should also contain an element of work either experience or employability skills. Students will be given the opportunity to experience these aspects within their Year 12 programme.

### **Entry requirements**

A Levels: You need a minimum of 6 GCSE's at Grade 5 or better (one of which must be English or Maths)

Individual subjects will also have set their own requirements. (See individual course descriptors for details.)

Level 3 Applied Courses: Ideally, you need a minimum of 5 GCSEs at Grade 5 or better (one of which must be English or Maths)

Vocational: You need to have an interview to decide upon your suitability for the course.

### **Application Process**

Application for admission into Ashfield Post 16 are detailed below. An applicant will only be admitted into Post 16 provided they meet the admission criteria for individual courses; applicants must meet the minimum entry requirements to progress onto the appropriate level of study e.g. A levels or Level 3 qualifications. All those seeking admission into Post 16 must achieve the necessary grades for access onto the courses they have chosen.

### **Timetable for Application and Admission:**

• Students attend Open Evening	October
• Open interviews and Tours for external applicants	October - July
• Application form deadline for students at Ashfield	January
• Interviews for students at Ashfield School	January
• Interviews of students who require further advice / guidance	February-March
• Offer letters sent	March
• Induction Event/Taster Day	July
• Publication of GCSE results	August
• Post 16 Centre agrees enrolment/refuses admission	August/September

### **Progression into Year 13**

Progression to Year 13 is not automatic. Ashfield Post 16 re-enrols Year 12 students onto Year 13 courses only if the standards laid out in this paragraph are met.

a. Students have successfully completed their mock exams at a Grade D in January of Year 12. If students are not successful in their mock exams, they have the opportunity to take a resit mock exam in March, which they must pass at a Grade D.

b. To continue with an A-level course a student must have achieved a D or above in the subject in their end of Year 12 exams (AS external exam or internally assessed exam).

c. To continue with a BTEC course, a student must be in line to achieve at least a Merit or above in the subject.

e. Students must have greater than 95% attendance and no unauthorised absence, except in the case of students with known mental or physical health concerns under the supervision of a hospital consultant.

f. There must be no outstanding disciplinary concerns known to the Head of Year 12. Where a written warning has been given to a student about conduct and a contract has been agreed, a student must have met any conditions specified in the warning.

*If a student is not successful in 1 or 2 courses by the start of Year 13, Post 16 will recommend they start new courses to make up the minimum of three. This means that a student may be a “Year 14” student in due course.*

*If a student has no viable courses to start Y13, Post 16 will recommend a restart where the student chooses 3 new courses/new vocational pathway. For reasons relating to funding, and for other reasons, any student repeating Year 12 must do so with a different selection of courses. Again, this student may be a “Year 14” student in due course.*

No student will be asked to leave Post 16 in these circumstances, unless they have contravened the attendance or disciplinary policy.

### **Progression into Year 14**

Progression in to Year 14 follows the same procedures and criteria as progression into Year 13. The expectation is that students follow 3 Level 3 courses in Year 14 or a vocational pathway. In exceptional circumstances, students may only follow 2 courses to support their progression beyond 19.

### **Typical Year 12 Schedule for Level 3 students**

- 3 or 4 courses – academic/ vocational
- Course contact time – 9 hours per subject fortnightly = 27 or 36 hours
- 15/20 hours of learning outside of lessons (minimum)
- 3 X 20 minutes tutor time
- Enrichment

### **Typical Year 13/14 Schedule for Level 3 students**

- 3 courses – academic, vocational, blend
- Course contact time – 9 hours per subject fortnightly = 27 hours
- 15 hours of learning outside of lessons (minimum)
- 3 X 20 minutes tutor time
- Enrichment

### **Please Note**

- We will endeavour to personalise the learning of all students to match their needs.
- Individual A Level subjects may have specific minimum GCSE grade requirements.
- The subjects listed will be offered at the Post 16 Centre subject to sufficient demand and staffing availability.

For further information please contact Linda Maguire on 01623 448854