

# Conyers School

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## ADMISSIONS POLICY for 2021-2022 – Sixth Form

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Date: February 2020

Origin: Headteacher

### **Introduction:**

Conyers School is an academy that aims to serve the local community of Yarm and the surrounding area. The Governing Body is responsible for the admission of students.

### **Aims:**

The aim of this policy is to ensure a fair process of admissions.

The anticipated capacity for the Sixth Form (Years 12 and 13) from September 2013 is 300 students.

### **Policy:**

#### **Entry Criteria for Courses**

Students need to demonstrate evidence of a positive and self-motivated approach to learning and a minimum of five level 2 qualifications at Grade 4 or above (including English and Maths) for an A level programme or four level 2 qualifications for a Technical programme.

Students achieving five level 2 qualifications at grade 5 or above with only Maths or English will be considered for A level courses but will need to re-sit the relevant GCSE exam.

Students who do not meet the entry criteria can discuss the courses they wish to follow with the Deputy Headteacher and may be given permission to enter Sixth Form in exceptional circumstances.

The Admission Policy will give priority to applications for admission to Conyers Sixth Form in the following order:

1. Students with an Educational Health Care Plan (EHCP) 0-25 that names the school in the plan and who meet the minimum entry requirements for their chosen courses are required to be admitted to the school.
2. Admission to the sixth form will then be from:
  - a. Students currently in Year 11 at Conyers School (internal applicants)  
And then
  - b. Students from outside of Conyers School (external applicants)
3. The minimum entry requirements for admission to the Sixth Form shall be the same for internal and external applicants.
4. Students will be admitted into the Sixth Form at the start of the Autumn Term in each school year. For enrolment onto courses in Year 13 students are expected to have passed their Year 12 course.

#### **Over-subscription Criteria**

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

1. Students with an Educational Health Care Plan (EHCP) 0-25 that names the school in the plan and who meet the minimum entry requirements for their chosen courses are required to be admitted to the school.

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2. Looked after children who meet the minimum entry requirements for their chosen courses.
3. Students who have a brother or sister living at the same address and are still attending Conyers School when the student begins; children are 'siblings' if they are full, half or adoptive brothers or sisters living in the same household on a permanent basis, or if they are children who do not fall into one of the aforementioned categories, but who are living in the same household on a permanent basis.
4. Students who live closest to Conyers School measured in a straight line 'as the crow flies'.

In the event of oversubscription in any category, admission will be on the basis of closest proximity to the school. This would be measured in a straight-line distance from the front door of the child's home to Conyers School's front gates, using the local authority's computerised measuring system.

In the event of a tie between two or more students when applying criterion then the distance criteria will be applied.

## **Appeals**

The student and /or parents of students, internal or external, who are offered a place, have the right to appeal against non-admission.

## **False Information**

Where the school has made an 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 higher level of priority, the offer of a place will be withdrawn.

## **Late Applications**

If an application is received after the deadline outlined in the prospectus, this will be considered late. Unless exceptional circumstances apply (or example hospitalisation of student or parent or if a family has just moved into the area) late applications will be considered after the allocation of places. If the school is full, late applicants will be placed in the waiting list in the order of oversubscription criteria. Evidence will be required of exceptional circumstances

Applications received after the start of the academic year will only be considered before 30 September (unless the student is moving into the area and following broadly similar programme of study in a similar institution). Applications after the start of the year will only be considered if there are places available on the requested courses and the student meets the minimum entry requirements.

How it will be monitored:  Agenda item annually	By whom:  Headteacher Deputy Headteacher Conyers Local Governing Body's Care, Support & Guidance Committee
Review Date:  Annually, February	Review Assigned to:  Deputy Headteacher Conyers Local Governing Body's Care, Support & Guidance Committee