

GARFORTH ACADEMY 6th FORM

ADMISSIONS POLICY 2016 - 2017

Introduction

Garforth Academy offers an exciting and innovative 6th Form environment committed to high standards of teaching and learning. Garforth Academy has a highly qualified and dedicated team of teaching and pastoral staff who strive to ensure there are no barriers to achievement and attainment.

The Garforth Academy Governing Body will act as the Admissions Authority for the Garforth Academy 6th Form. Following due consultation in accordance with the revised Schools Admissions Code the Governing Body has agreed the following 6th Form Admissions policy for the academic year 2016-17. The policy has been ratified by Leeds City Council School Admissions and the Schools Adjudicator.

It should be noted that this policy relates only to the academic year 2016-17. There is no guarantee that the policy will not change in future years.

There will be 300 places available in year 12 at Garforth Academy 6th Form in September 2016. A minimum of 20 of the 300 places will be available for external applicants. Students should note that each course also has its own specific minimum entry requirement. Garforth Academy offers a wide range of post 16 courses. Please consult the course entry requirements document for clarification of the required qualifications for each of the post 16 courses on offer at Garforth Academy. This is available on the Garforth Academy website or on request.

N.B. Students' who have studied and achieved qualifications outside of the UK should contact the Director of 6th Form for clarification of how these qualifications meet the course entry requirements.

Oversubscription Criteria

Where there are more applications than places available, students who meet the 6th Form course entry criteria will be offered places in the order of priority listed below:

1. Looked after children (LAC) and previously looked after children.
2. Students on roll in year 11 at Garforth Academy applying for a place in year 12 for the following September.
3. Students who at the time of application are on roll at The South Leeds Academy (TSLA). A partnership agreement exists for the provision of 6th Form places with the TSLA who are part of the Schools Partnership Trust.
4. Students living nearest to the Academy who meet course entry requirements. A measurement in a straight line will be made from the Academy to the applicant's home address.

In the extremely unusual circumstances that two or more students are tied for an individual place then the drawing of lots will be used to decide the allocation of the final place. This process would be overseen by an impartial adjudicator.

Late applications

Applications received after the closing date of 20th May 2016 will be placed on a waiting list and will only be considered if places become available.

Offer of places

Students will receive a conditional offer in April 2016. Applicants will be required to formally accept their place on GCSE results day in August. Any applicant who cannot be offered a place will also be notified.

Allocation to courses

Although there are no formal entry requirements for admission to the 6th form, each course has its own specific minimum entry requirement which a student must meet. Each course has a predetermined number of teaching groups each with a maximum number of places. This number will vary from course to course.

External applications to the 6th form must meet the same minimum course entry requirements as the internal students. Places will be offered to external students as long as the maximum number of places on a course is not exceeded. In the event of a course being oversubscribed then places will be allocated in accordance with the oversubscription criteria on page 1.

Waiting lists

If there are more applicants than places, those applicants who have been unsuccessful may request to be placed on a waiting list which will be kept until December of that year. Places may become available, for example if students do not achieve the results they need or applicants decide to take up an offer of a place elsewhere. Any available places will be offered in accordance with the oversubscription criteria on page 1.

In Year Applications

Students wishing to join the 6th Form at Garforth Academy after the start of the academic year should contact the Director of 6th Form. In year applications will also be subject to course entry requirements being met.

Appeals

Any unsuccessful applicant may appeal the decision to an independent appeals panel. Parents or students wishing to do so should contact the Director of 6th Form who will be able to offer advice and supply the relevant appeal forms.

Appeals will be heard by an independent appeals panel and parents/students will receive written notification of the date and time of their appeal which they are entitled to attend in person. Following the appeal, the Clerk to the appeals panel will write to the parent/student with the outcome of the panel's decision.

Application procedure

1. A 6th Form open evening is held each year. Please consult the Academy website or phone 0113 2127127 for date and details.
2. Students are asked to apply formally through UCAS progress. (<http://www.ucasprogress.com>) or on the school's application form which can be completed on the school website and emailed directly or posted to: Director of 6th Form, Garforth Academy, Lidgett Lane, Garforth, Leeds, LS25 1LJ. A link to the form can be found on the 6th Form page on the Academy website.
3. All applicants will be invited to a meeting to provide guidance on particular courses which will be based on the student's predicted grades and year 11 mock examination scores in January. (External students will be asked for evidence of their predicted grades at GCSE at interview).
4. All applications must be submitted before the relevant year's closing date. The closing date for receipt of applications for 2016 academic year is **20th May 2016**.