

## Appendix: Didcot Sixth Form Admissions Statement

This policy has been approved by the Didcot Sixth Form Governance Committee, the body responsible for admission arrangements and decisions. These arrangements are relevant for admissions planned for September 2023-24

### Academic Entry Criteria

Sixth forms can formulate their admission arrangements, which includes setting academic entry criteria. The entry requirements for each course are set out in the prospectus each academic year. These criteria are the same for both external and internal candidates.

Students will be ensured a place at Didcot Sixth Form subject to the following conditions:

- That an appropriate programme of study (combination of courses) is available for the student
- That the student has achieved the entry requirements for the programme of study
- That the sixth form as a whole, or relevant courses, are not oversubscribed

If an applicant does not meet the academic entry criteria the school reserves the right to use its discretion, based on the school's knowledge of that applicant, on whether to offer a place. Students may also be offered a place at Didcot Sixth Form under the following conditions:

- That the student has not achieved the entry requirements for one or more of the courses within the programme of study, but has secured a recommendation for study from teachers in their previous place of learning
- That the sixth form as a whole, or relevant courses, are not oversubscribed

In some circumstances, for example where there are concerns over a student's commitment to their learning or a student has not fully met the entry requirements, a place may be offered on a probationary basis. In these instances, a student's progress in Didcot Sixth Form will be monitored over a set period (usually 4 weeks). If the student fails to meet any of the agreed academic, behaviour, attendance or punctuality targets they may not successfully enrol into Didcot Sixth Form.

### Oversubscriptions Criteria

If more applications are received than places available (for individual courses, or for the sixth form as a whole) it may not be possible to offer a place to all applicants, and the admissions rules will be used to allocate available places in a fair and objective process. Oversubscription criteria will be applied to all applicants in the order set out below.

Taking into account choices for A Level study, applications may be refused if 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 for the Governors to alter the balance of the school's staffing or to appoint additional staff. The 'maximum reasonable number' of students that can enrol into a single class at A-Level is 23. In some subjects, the maximum reasonable number will be lower than this, due to the availability of specialist equipment or spaces.

Highest priority will be given to looked after children and all previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a Child Arrangements Order or Special Guardianship Order).

Thereafter, the criteria for selection will be applied in the following order:

1. Those who have met the academic entry criteria detailed in the prospectus (for the sixth form as a whole and for individual courses).
2. Where the sixth form is oversubscribed and where all applicants have met the academic entry criteria, precedence will be given to students in the following order:
  1. To candidates from Didcot Girls' School and St Birinus School
  2. To candidates who submitted application forms by the priority deadline
  3. The time and date of the submission of the initial application form (first come, first served)

If all applicants have met the criteria for the sixth form and an academic course, but that course is oversubscribed, precedence will be given to students on that course in the following order:

1. To candidates who submitted application forms by the priority deadline
2. To candidates who indicated their preference to study an oversubscribed subject in their initial application to Didcot Sixth Form
3. To candidates from Didcot Girls' School and St Birinus School
4. The time and date of the submission of the initial application form (first come, first served)

If applicants are unsuccessful in gaining a place in a particular course due to oversubscription, every effort will be made to offer applicants who meet the entry criteria places on alternative courses.

## Right to Appeal

Parents or students may appeal for a place at Didcot Sixth Form if they have not been offered a place. If students are not offered a place, parents or students are entitled to ask for the following in writing from the Director of Sixth Form: the reason why admission was refused; information about the right to appeal; the deadline for lodging an appeal and the contact details for making an appeal. This appeal will then be considered by a panel of governors from the DSF Committee.

If parents or students wish to appeal this internal decision, they must set out their grounds for appeal in writing. Appeals are heard by an independent panel convened by the local authority. A decision by an appeal panel whether or not to offer a place at Didcot Sixth Form is binding on the admissions authority. If a parent or student's appeal to gain admission for their child at Didcot Sixth Form is unsuccessful, they may not appeal again within one academic year.

## Waiting Lists

If we are unable to offer applicants a place based on the details described in this policy, the school will hold a waiting list until 30th September in the year of school admission. Each application is ranked on the waiting list as determined by the oversubscription criteria (see above) and should circumstances

# Didcot Sixth Form



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change in relation to the projected number and size of teaching groups which may allow the application to proceed, applicants may be contacted.

