



*William Brookes Academy Trust*

Sixth Form Admissions  
Policy  
for 2022-23

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***Sixth Form Admissions Policy for 2022-23***  
***William Brookes School***

***Published Spring 2021***

***For applications for Year 12 made in academic year 2021-22***

***For school admissions in academic year 2022-23***

William Brookes Academy Trust (William Brookes School) is a local community school and will consider all applications from parents/carers who wish to send their children to this school.

William Brookes School will continue to operate an open access policy, however the sixth form will specialise in advanced course provision and selected one year courses. We will endeavour to offer the best advice and guidance to prospective students regarding the suitability of courses to meet their needs to ensure their success in the sixth form.

The criteria for entry to the Sixth Form will be a minimum of five GCSEs including English and Mathematics at grade 5 or above and that the student meets the specified entry requirements for each individual subject/course as specified in the sixth form prospectus. The entry criteria apply equally to internal and external applications.

**Admissions criteria are:**

**1. GCSE Performance**

Each course and subject in the sixth form has specific entry requirements. This ensures that students are matched to courses on which they are most likely to achieve success. Access to an Advanced course requires a minimum of five GCSEs including English and Mathematics at grade 5 or above in at least 5 different subjects. A minimum of grade 6, but preferably higher, are required in subjects chosen for further study at Advanced level or, in the case of subjects not previously studied, in a related discipline.

**2. An appropriate course is on offer**

We cannot necessarily offer **all** subject combinations but we will use subject preferences from applicants to build our curriculum offer. By 'appropriate course' we mean that we are both able to offer the combination of subjects the student wishes to study and the student has met the subject specific entry requirements as specified in the sixth form prospectus. However, it should also be noted that there may be a limit on the number of places available on any particular course.

**3. Internal Students**

All internal students who meet the above criteria will be offered a place in the sixth form.

**4. External Students**

- The school admits students who are studying elsewhere in Year 11.
- Admission Number: 25
- If the number of external applicants who meet the minimum entry criteria does not exceed the Admissions Number, all external applicants who meet the admission criteria will be admitted.
- If there are more than 25 applicants, then the oversubscription criteria for external students will be applied.
- External applicants to the Academy will need to complete a supplementary form and provide the following evidence:
  - Proof of date of birth
  - Proof of address

## **5. Oversubscription Criteria: (for external students only)**

The criteria for oversubscription will be applied in the following order until all 25 places have been allocated:

- Students in the care of the Local Authority (looked after children) or previously looked after children.
- Siblings of students presently on the school roll. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
- Siblings of students who have been on the school roll in the last 5 years.
- Others

## **6. Tiebreaker – Distance to the door**

- If the Academy receives more applicants than there are places, priority will be given to those living nearest to the Academy.
- The distance which determines how close the child lives to the Academy is the shortest straight line distance, as the crow flies, between the entrance to the child's permanent address and the nearest appropriate school gate. We will use the Local Authority software, applied to Year 6 entry requirements to determine the priority order of applicants.
- The student's permanent address is where he or she normally lives and sleeps and goes to school from on the majority of school nights (Sunday – Thursday). Proof of residence can be requested at any time throughout the admissions process. If false or misleading information is used to gain entry to William Brookes School, the offer of a place will be withdrawn and the application cancelled.
- Applicants not offered a place are sent details of the Independent Appeals procedure and can ask to be placed on the School's Waiting List. Applicants are offered a place from the waiting list in order of their ranking on the list up until the end of the summer term preceding Year 12 entry.
- All students interested in a place in the William Brookes School Sixth Form should apply by the deadline date published within the application. Applications received after the deadline will be deemed as late. All late applications will be dealt with once all the 'on time' applications have been processed.

## **7. Progression into Year 13**

- Places in the sixth form in Year 13 will be allocated to all students who successfully complete Year 12.
- This will be determined by passing their end of year examinations. In exceptional circumstances students may be allocated a place in Year 12, rather than Year 13 so that they can repeat courses.

## **8. Appeals**

Parents/carers have a right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the Academy. The arrangements for the appeal will be in line with the Code of Practice on School Admissions Appeals as published by the Department for Education. We will use the Shropshire Council Admissions Appeals process, in line with our practice in Year 7, to enable the decision to be taken by an independent panel. The determination of the appeal panel will be binding on all parties. Guidance for parents on how the appeals process works will be provided on request, to parents/carers and published on the Academy website.