



ASHLAWN SCHOOL

'A High Performing Specialist Academy'

Admissions Arrangements for Ashlawn Sixth Form 2019-2020

Policy & Procedure Number	AP002		
Date Approved for use by The Governing Body	January 2018		
School Link	E Cheney		
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Ashlawn School

Admission Arrangements for Ashlawn
Sixth Form

2019-2020

*The Governing Body of Ashlawn School
adopted this policy in January 2018*

Admission to Ashlawn Sixth Form

Ashlawn School has an open access Sixth Form catering for Rugby Students in a comprehensive and inclusive environment. All applications are treated on their own merit. The published admission number (PAN) is 60.

Ashlawn Sixth Form has courses which cater for a range of students and details of entry criteria are available in our Sixth Form Prospectus. Ashlawn Sixth Form has over 30 courses which lead to 3 to 4 A Levels.

The process of Sixth Form application is as follows:

- Open evening for all prospective Sixth Form students during November of the year preceding entry to Sixth Form.
- Completion and receipt of application form into Ashlawn School before the Christmas break of the year preceding entry to Sixth Form.
- A guidance discussion to ensure options and choices reflect a student's aspirations and future plans.

Offer of places will be made on the following basis:

- Students seeking entry at 16+ should have at least 5 full course GCSE passes at level 4 and above including either English or Maths.
- In addition there are specific GCSE requirements for individual subjects detailed in the Sixth Form Prospectus. On receipt of a completed application (normally at the end of the Autumn Term), an interview will be arranged. The interview is intended to ensure that all students make informed choices.
- Young people in the care of or provided with accommodation by a local authority who meet the qualifying standard for the school have priority.
- Offers of places are made subject to the entry requirements being met, and to there being places in the subjects of the student's choice.

Over Subscription Criteria

Students with an Education, Health and Care Plan or a SEN statement naming the school who meet the required standard for entry must be admitted and this could therefore reduce the number of places available. There is no guarantee of a place being available, but places up to the PAN will be allocated where the applicant meets the relevant qualifying standards and where places are available on the preferred courses and in the following order:

- I. Priority will be given to all looked after children and all previously looked after children, children who were looked after but have ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order)
- II. Other children requesting a place at the school.

Where there is a need to split any category places will then be offered in accordance with distance between the students home and the school (shortest distance = highest priority). Distance will be calculated by straight line measurement from the home address point location coordinate of the applicant's home address (as set by the Ordnance Survey) to the centre point ('centroid') of the school. All distances are subject to changes which may occur with updates of mapping data. This applies equally to those living inside and outside the county's boundary.

In the event of two or more students having the same oversubscription priority and living the same distance from the school, the place will be allocated by using a computerised random number generator. This process will be carried out by Warwickshire Admissions on behalf of the school, in the presence of a witness from Warwickshire Legal Services who is independent of the school and the admissions process.

- The closing date for applications is 14th December 2018.

In-Year Applications

Within Year 12 and 13 any request for admission should be made directly to the school using the school's application form.

Application will be considered in line with this policy and offers will be made where there are places available within the appropriate year group and:

- The applicant meets the relevant qualifying standards; and
- There is place on the course or courses preferred by the applicant

Out of Age Admissions

Where an applicant wishes to be placed in a year group outside that which would generally be appropriate for their chronological age, they should initially contact the school to discuss the application and present any relevant evidence to support the request. The admission authority will consider all such applications in line with the requirements of the Schools Admissions Code 2014.

Waiting List

The admission authority will hold a waiting list for admission to year 12 until the end of the autumn term following the September admission point. Priority will be in line with the oversubscription set out above. Where new applicants request being placed on the waiting list, it will be necessary to re-rank the list.

Sixth Form Appeals

The student and/or parents/carers of all students refused places will be notified they have the right of appeal through an independent appeal panel.