



Heckmondwike Grammar School

Policy: Admissions Policy Sixth Form 2018 Entry

Status: Statutory

Last revision by: R Oxby

Date of last revision: October 2018

Open view on website: External

Equality Impact Assessment? n/a

Workload Impact Assessment? n/a

Approved by:	Governing Body
Approval date:	Awaiting Approval
Date of next review:	September 2018

Action	Date	By whom
On secure website	n/a	n/a
On public website (if applicable)		
In review schedule	September 2019	HLN/RNO



ADMISSION POLICY FOR HECKMONDWIKE GRAMMAR SCHOOL SIXTH FORM (Entry 2019)

Section I - General Principles

At Heckmondwike we offer a range of high quality academic qualifications, each of which requires certain minimum grades at GCSE. Our policy is to ensure that all students accepted into the Sixth Form are placed on appropriate courses where they are likely to succeed because we believe this is in the best interests of the student.

All students in Year 11 currently at HGS are automatically considered for places in the Sixth Form and will be allocated a meeting with a senior member of staff to discuss their A level choices.

We will also accept applications from students wishing to transfer to Heckmondwike from another school.

Where applicants have a disability or learning difficulty we will endeavour to ensure that there is continuity of support and that they have equal access to the opportunities and experiences offered.

In all cases the same admission criteria will apply. We have a Published Admission Number (PAN) of 100 for external admissions. This is the minimum number which we will admit.

The closing date for applications is **Friday 25 January 2019**

Section 2 - Definitions and Details

Admission number Year 12

We might exceed the PAN if the preferred courses of study are not oversubscribed and the external applicant has met the relevant entry requirements.

Applications from external candidates should be made by **Friday 25 January 2019** to enable us to plan courses effectively.

Academic requirements

For entry onto our A level courses we require a minimum of:

- Grade 5 in mathematics, with grade 6 preferred
- Grade 5 in English Language or English Literature, with grade 6 preferred
- Achieving at least 3 other GCSEs at grade 6 or above

Applied subjects at GCSE, BTEC qualifications and OCR National qualifications will only count as 1 GCSE (If more than one of these is studied, only one will contribute to the minimum requirement)

In addition, some of our courses have subject specific entry requirements, details of which may be found on our website and in the sixth form prospectus. Any offer of a place in the



Sixth Form will be conditional on achieving the minimum grade requirement for the subjects studied. We will be pleased to discuss any individual concerns about meeting these entry requirements.

Once an offer of a place has been made and accepted, any requests for subsequent subject changes will normally be deferred until after the GCSE results have been published and subject to availability of the courses.

Section 3 - Oversubscription Criteria

There is no catchment area or geographical priority on applications.

In the event of the school or a course being oversubscribed the following oversubscription criteria will be applied in order of priority:

1. Overall performance at GCSE,. In the event of the school or specific subjects being oversubscribed, students holding the 'preferred' grades, as stated in the entry requirements, will be given priority.

Section 4 - Right to appeal

If an application is refused there is a statutory right of appeal to the school's Independent Appeal Panel. Further details of the appeal procedure will be provided with the letter explaining why an application has been refused. Appeals may be lodged by either the parent or the student.

Section 5 - Prospectus Information

We require external candidates to make a formal application for the Sixth Form **by Friday 25 January 2019**. We are happy to offer guidance to students to ensure that all students make the most appropriate course choices.

We will try to offer any interested student who meets the requirements of a given course, the opportunity to study at our school if the application is submitted after this date. However, such applications may only be considered after those students who meet the application deadline.