



Inspire Education Trust

Together we achieve, individually we grow

Admissions Policy 2025 – 2026 For entry into Sixth Form education September 2025

Blue Coat CE Secondary School

Policy Date: September 2024

Review Date: August 2025

Document History

Version	Status		Date	Author	Summary Changes
V1			February 2023	J. Davoile	Any dates referring to 2022 have been changed to 2023. Any reference to governors has been amended to Board of Directors
			Sept 2024	J Davoile / L Henden	Any dates referring to 2023 have been changed to 2024/2025 Names changed as appropriate Content removed to be in line with the Main school policy This will be the last separate P16 admissions policy, it will be incorporated into the Main school Admissions for AY2627 and consulted upon.

The Admissions Process

Blue Coat Sixth Form anticipated external admission number is 40 in addition to the places available for internal students.

All internal students wishing to attend Blue Coat Sixth Form will be required to complete an options electronic form prior to December 13th 2024 as part of the internal recruitment process.

External applicants, should complete and submit the electronic application form which is available on the school website by December 13th 2024 where possible.

An internal applicant is defined as one who is transferring from Year 11 at Blue Coat School into Sixth Form education at the school, and an external student is defined as one who is seeking entry into Sixth Form education at Blue Coat School from another educational establishment/their "home school".

All applications prior to December 13th will be used to create the blocking and bandings of subjects in the timetable for 2025. Students can apply after this date. The school will endeavour to meet course combination requests, but this cannot be guaranteed.

All applicants are expected to show respect for the Christian ethos of the school, regardless of faith background. Applicants are welcome to attend the Open Evening for entry into Sixth Form education at Blue Coat School, which is held in October.

Admissions to Sixth Form

Internal candidates will receive guidance from school and careers staff prior to completing their options form.

External candidates will be invited to an information evening session to meet with a member of staff after receipt of their application. We will hold individual meetings to discuss academic entry requirements and options available but these discussions will not form part of any decision-making criteria. It remains the responsibility of the external candidate to provide proof of GCSE or equivalent qualifications on results day.

Please note; after choosing a subject- the timetable can still change in September. The size of a teaching group will need to be viable for a course to run. If Blue Coat Sixth Form decides that a course is not viable then the school will withdraw a course as late as the first week in September 2025. If this is the case, every effort will be made to enable a student to study a subject at a different school in the city or a different subject will be offered.

Where the school considers the size of teaching sets to be detrimental to the education of the group, or Health and Safety, we will set optimum set sizes which will vary from subject to subject. If we cannot secure all pupils in one class, we will consider adding an additional class, consorting pupils where possible or considering alternative courses on a case by case basis.

All applicants who have been offered a place are expected to attend the sixth form transition event in June/July and sign up for their courses on GCSE results day. Should a student fail to do so the school reserves the right to withdraw the offer of a place in the sixth form or at least the place on a particular course.

Sixth Form Admission Requirement

Admissions to particular courses will depend upon availability of places and a student's prior attainment at GCSE. Our policy is to ensure that students accepted into the sixth form can be placed on appropriate courses where they are likely to succeed. For this reason, the following entry criteria apply to the courses offered.

The entry criteria for the Sixth Form requires students to obtain **five** GCSEs at grade **5** or above, or equivalent including Maths and English. The entry requirements for the Sixth Form are the same for both internal and external candidates.

There are also a number of subject specific criteria, students can find information on this in the prospectus.

Oversubscription Criteria

If there are more than 40 external students on results day, who have received the **grade criteria set out above**, they will be allocated in accordance with the following criteria and in the order shown, in line with the main school admissions policy.

1. Applications from Looked After Children and previously Looked After Children.
2. Applications from siblings of children currently in the school.
3. Children of all staff who are employed by the Inspire Education Trust to work at Blue Coat School and have been employed continuously for a period of at least two years for the purpose of working in the Trust as follows:
 - All full-time teaching staff
 - All full-time support staff – defined as those on 37 weeks and above contracts
 - All part time teaching staff with a 45% and above timetable
 - All part time support staff who work at least 15 hours per week for 37 weeks or more

The two-year qualification period may be waived if a post is hard to fill and has remained vacant for six months or longer.

The definition does not include contract staff. If a service has been 'in house' and is subsequently 'contracted out' children of staff will no longer be eligible for priority admission under this criterion. The definition does not include peripatetic staff.

4. All other applications.

Late applications

Applications received after the closing date of December 13th 2024 will be classed as late. These may not be processed until conditional offers have been made. Where possible subject choices will be allocated, but this cannot be guaranteed.

Applications after the 12th September 2025 will be considered in line with the main school in year admissions policy outlined below.

Sixth Form In-Year Admissions Policy

The Sixth Form welcomes applications for in-year admissions from students who wish to join Year 12 or Year 13 outside the standard admissions cycle. Applications will be considered on a case-by-case basis, subject to availability of places in requested courses, along with the applicant meeting the academic entry requirements. The Sixth Form is committed to ensuring a fair and transparent admissions process, in line with our values of inclusivity and diversity. Applicants must provide evidence of their previous academic performance from their current or most recent school. The Headteacher reserves the right to make the final decision on all in-year Sixth Form admissions. Successful applicants will be required to adhere to the Sixth Form's Code of Conduct and participate fully in the academic and extracurricular life of the institution.

Responding to offers

All students must respond to offers by the deadline set in our offer letter. Failure to do so may mean that the offer is withdrawn and a place can be offered to another student

Enrolment to Sixth Form.

Enrolment takes place on GCSE results day 2025 for all students

Waiting list

Applicants who meet the minimum entry requirements and who are unsuccessful in obtaining a place either for the normal point of entry in September or mid-year will automatically have their name placed on the school's waiting list. A student's position on the list will be determined solely in accordance with the oversubscription policy.

Right of appeal

Applicants, who may be either the prospective Sixth Form student themselves or their parents, have a right of appeal against the decision to not be offer a place. This right is not affected or influenced by the operation of the school's waiting list. Applicants who wish to appeal may do so separately or jointly, and should contact the Headteacher for an appeal form accordingly.

It is not the policy of the school to consider repeat applications or appeals in the same academic year unless there has been a change of circumstances relevant to the application or appeal.

Reviewed by: Jennifer Davoile September 2024

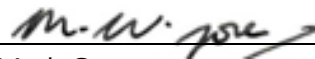
Next Review Date: August 2025

Approved by Directors: 23 October 2024

Signed:



Lois Whitehouse
CEO



Mark Gore
Chair of Trust Board