

# Cowbridge School



## Sixth Form Admissions Policy

**Formulated by:** Mrs D Thomas, Headteacher

**Adopted by:** MGB 25.09.2014

**Last Reviewed:** Autumn 2024

**Review every 3 years or subject to changes in legislation**

**Next Review:** Spring 2027

**Date of any amendments made to policy & brief points:**

| Date        | Details                                                                                                                                                                                                              | Approved by  |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| Spring 2020 | No amendments                                                                                                                                                                                                        |              |
| Spring 2024 | Added students need to be aged 16+ for admission and must study 4 AS level courses (or equivalent) in September of Year 12<br>Entry to Year 13 requires students to achieve at least 3 AS levels at Grade E or above | MGB 17.10.24 |

## Sixth Form Admissions Policy

1. Cowbridge School prides itself on having a thriving, growing and successful Sixth Form admitting approximately 350 students across Years 12 and 13. Our intake of students includes our existing Year 11 students and any other student within and outside of the local community. We aim to enhance every student's further education experience to provide greater opportunity to progress to higher education or personal career choices.
2. **The Sixth Form Prospectus** details the subjects on offer and entry qualifications required to join us at post-compulsory education stage. We currently use a variety of examination boards including WJEC, AQA and Edexcel to deliver a broad range of Level 3 subjects. We endeavour to provide BTEC courses where there is sufficient interest, and where the School resources are able to meet this demand. All Sixth Form students undertake the Advanced Welsh Baccalaureate.

### Legislation

3. Cowbridge School acts in accordance with the Welsh Government's School Admission Code 005/2013 (dated July 2013). This Code replaces the Welsh Assembly Government Code 2009. Full compliance with the Code is expected from the School year 2014/2015. The Code recognises that **school sixth forms may select pupils based on ability and aptitude**. This means that the School is able to refuse entry even if the year group is not full. Selection cannot be made on students' previous attendance, behaviour record or perception of attitude or motivation. Selection interviews cannot be used although meetings to provide advice on options will be held.
4. The arrangements for admission to the Sixth Form must be applied equally to both young people who are currently attending the same school but seeking entry to the Sixth Form and those who are applying to be admitted to the School for the first time.

### Entry Requirements

5. Students will be considered for Sixth Form at age 16 years.
6. Students wishing to join the Sixth Form require **a minimum of 5 GCSEs or equivalent at grades C or above**, although a higher grade may be specified in subject areas where this is thought to give a more reasonable chance of success. The required grades are set out in the Sixth Form Prospectus. The grades stipulated form the selection process and students obtaining grades lower that outlined will not be accepted.
7. Students will be required to study 4 AS Level courses (or equivalent) in September of Year 12. Any student who feels unable to study 4 AS Level courses (or equivalent) at the beginning of Year 12 will be advised to consider alternative higher education pathways. Where students are experiencing difficulty with studying 4 AS level courses a review will be conducted after mock examinations, ordinarily undertaken in January of Year 12.

8. A minimum of grade C in Mathematics and English is a pre-requisite for university places and most post Sixth Form careers. Students who have not achieved these standards will not be considered for post 16 studies at Cowbridge School. All students need to be aware that AS/A Level studies are significantly more difficult than GCSE and are very academic in nature.
9. All prospective Sixth Form students will have a one to one meeting with experienced departmental staff. They will advise each student as to the suitability and number of their chosen subjects. Where they advise that it would be unwise to commence an AS course with a C grade GCSE, especially where the C Grade boundary has just been achieved, this advice should be taken seriously. Although C Grades at GCSE are the minimum, some subjects require a B Grade to continue study at AS Level. The specific criteria for each subject are set out in the Prospectus.
10. For students who do not meet the above essential criteria, there are a range of local schools and colleges offering Level 3 courses and further advice is available from Careers Wales and by contacting local colleges.
11. Where the number of applicants exceed available places, (240 total) preference will be given to students achieving **GCSE A\*, A & B grades**. When some, but not all C grade applicants can be accommodated, then selection will be based on the professional judgement of the departmental staff using the grade boundary data received from GCSE outcomes for specific subjects. This will also apply to subjects where the demand exceeds places available and staff resources available, but the overall admission number as stated above, has not been exceeded.
12. There is no definitive restriction to the number of places in each class at AS/A level; however, we aim to have class sizes of no more than 28 students. This number will be smaller for practical subjects; however risk assessment will inform the total numbers permitted in practical subjects. Should there be insufficient numbers of students (less than 10) for any AS or A Level subject it is unlikely that the subject will run as a result of funding mechanisms.

### **Entry into Year 13**

13. Entry into Year 13 will be dependent upon students achieving at least **3 AS Levels at Grade E** or above. Failure to meet this entry and selection requirement will mean that a student will not be suitable to continue studies and will need to secure alternative education at a more appropriate level for his/her ability.

### **Timetable**

14. During January/February each year an open evening will be held at the school to provide information regarding entry to the following September's Year 12, Sixth Form.
15. Applicants must submit their subject options to the school by the outlined date to enable the School to inform its planning cycle for September and estimate staffing and resource needs.

16. A draft timetable with option blocks will be constructed to satisfy all possible options and plan the timetable. Prospective students will make their final choices based on the options matrix in consultation with the 16-19 staff and Senior Leader of Sixth Form, Miss A Davies.
17. Acceptance into Year 12 will be dependent on students obtaining the required GCSE grades as outlined above.

### **Mock Examinations**

18. Mock examinations take place every academic year, in January for both AS and A Level. Students will be expected to prepare thoroughly for the examinations as they provide an indicator of future performance. Students who fail to achieve an E grade in a subject may be asked to discontinue studying this course. The school reserves the right to make this decision.

### **UCAS Predictions**

19. Every year the school is expected to set predicted A Level grades for university applications, as part of the UCAS process. These grades are based on a combination of AS performance, attitude to learning and capacity to improve. These factors will inform the professional judgement of the teacher who will ultimately make the final decision on each grade. Students may request a more aspirational grade but it remains the decision of the teacher as to which grade is awarded.

### **Right of Appeal**

20. Any young person, who is refused a place in the School Sixth Form, has a statutory right of appeal to an independent appeal panel. Young people who have had an offer of a place withdrawn also have a right of appeal. An appeal can be made by contacting the Clerk to the Independent Appeal panel and the procedures adopted will fall in line with the Appeals Code. Any student refused a place at the Sixth Form for failing to meet the required grades will receive confirmation in writing of the outcome and details of how to appeal.