



Admissions Policy for September 2020

Marling School Sixth Form

1. Year 12 admissions

The Sixth Form at Marling School is co-educational and open to students from Marling School and other schools; we admit boys and girls. Applications for Year 12 should be completed by the published deadline on the application form. Please refer to the Marling Sixth Form's website www.marlingsixthform.org for full details of the admissions process and the application form. In April, applicants will receive notification as to whether a conditional place has been allocated. Conditional places will be confirmed following the GCSE results day in August each year at which time applicants complete the registration process with Sixth Form staff.

2. Capacity

The maximum Year 12 cohort of Marling School is 200. The Sixth Form Admission Committee may admit above this figure in exceptional circumstances and where it believes no prejudice will ensue. All Year 11 Marling School students who meet the published academic entry requirements can expect to be allocated a place in the Sixth Form, as well as a **minimum** planned admission number of 50 external candidates.

3. Academic entry requirements

All applicants will need to meet all of the following requirements for entry into Marling School Sixth Form⁷:

- Applicants should achieve a minimum of 5 full course GCSEs in separate subjects at Grade 6 or above. Core and Additional Science count as separate subjects. Short course GCSEs do not count towards the full course GCSE requirements.
- Applicants should have a minimum of Grade 5 in both English Language and Mathematics (see below).
- Applicants should meet individual subject requirements in their chosen subjects if previously taken at GCSE level, or a relevant subject as specified in the Sixth Form prospectus.

Applicants will normally choose no more than 2 new subjects to study in Year 12. Applicants with insufficient formal GCSE qualifications but with demonstrable equivalent qualifications, including GCSEs that retain the letter grading system, will be considered by the Marling School Sixth Form Leadership Panel, who will be guided by points' equivalence and evidence of prior learning.

Where external applicants have a statement of special educational needs, or an education health and care plan, they are required to meet the minimum academic entry requirements in order to be admitted and for Marling School to be named on the statement or plan. In that event, they will have priority over all other external applicants and the admission number will be reduced accordingly. For internal applicants with a statement of special educational needs, or an education health and care plan, in order to continue their studies at Marling School they will be required to meet the minimum academic entry requirements.

Applicants who have missed the entry criteria may request consideration for a place by the Marling School Sixth Form Leadership Team Panel who may accept or reject applications. This may include, but is not limited to, those applicants who narrowly missed the Sixth Form entry criteria by virtue of their English and Mathematics grade.

Applicants who have missed the entry criteria and have been in receipt of Pupil Premium funding⁸ during their secondary school education may request consideration for a place by the Pupil Premium Review Group. A place will be offered to any applicants that the group consider will be able to access an A-level curriculum, with the programme of study adjusted as necessary to suit individual circumstances.

4. Applicants continuing from Year 11 at Marling School

All applicants progressing into the Sixth Form from Year 11 of Marling School who achieve the academy entry requirements will be offered a place in the Sixth Form.

5. Applicants joining the school for the first time (“external applicants”)

We welcome applications from new candidates. Following submission of an application form, applicants will be invited to an advisory discussion. Conditional places will be offered on the basis of the predicted GCSE grades supplied by the applicant’s school and applicants should contact the school on GCSE results day and then submit their GCSE results within one week to confirm their place.

6. Allocation of Places

Immediately after the closing date for applications we calculate the number of students who have applied for each subject. The number of groups for each of these subjects is then determined, to ensure reasonable class sizes. If in August/September a subject area is full but places still exist in the Sixth Form overall, prospective students will be offered suitable alternative courses if they meet the entry requirements of those subject areas (an offer of admission is to the Sixth Form: it is not a guarantee of a particular course of study).

7. Oversubscription criteria for external applicants

If there are more external applicants than can be offered places, the following additional criteria in this order will be applied to candidates that have met the entry requirements:

- a. Any applicant who is in Public Care⁹ (“looked after” child or a child that was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order).
- b. Any applicant who appears to have been in state care¹⁰ outside of England and ceased to be in state care as a result of being adopted.
- c. Any candidate attracting Pupil Premium funding⁸ during their secondary school education.
- d. Applicants with the highest average GCSE grade score in the applicant’s best five separate full course subjects (where a GCSE or equivalent still has a letter grade the following score will be used in line with DfE equivalence: A*=8.5, A=7, B=5.5, C=4, D=3, E=2, F=1.5, G=1).

In the event of a tie break between two or more applicants when applying the above criteria a process of random allocation will be followed by the Governing Body, which will be supervised by someone independent of the school.

There is a system of appeals against non-admission (Section 11).

8. Waiting List

In the event that the external applicant reaches the required academic standard but there are no places available in the relevant Year 12, they will be placed on a Waiting List. The order of this list will conform to the oversubscription criteria as listed above (Section 7). If the number of students falls below the maximum Year 12 cohort number those on the list will be offered places, in accordance with the oversubscription criteria. The Waiting List for Year 12 will be held until 31st December. Students from Year 11 of Marling School who left but then wish to return will be treated as new applicants.

9. Sixth Form transfer

New applicants who wish to transfer into Year 12 or 13 should in the first instance make contact with the Head of Sixth Form.

10. Fair access protocols

Marling School has signed up to the in-year fair access protocols held by Gloucestershire County Council. Should a child within these protocols, who meets the academic entry requirements, require a place at the school, that child will take precedence over any applicant on the Waiting List. Marling School is committed to equal opportunity.

11. Appeals

There is a system of appeals against non-admission, and details of how to appeal are available from the school. For the Sixth Form, both the parent and the applicant are entitled to appeal against a decision not to admit the applicant to the Sixth Form.

12. Complaints

If a parent considers the appeal was not carried out in compliance with the School Admissions Code and School Appeals Code, an objection can be made to the Education and Skills Funding Agency. Details can be found on the Gov.uk website under School Admission Appeals.

All admissions authorities must determine their admission arrangements by 28 February every year. If parents think that the admission arrangements do not comply with the School Admissions Code or other legislation relating to school admissions they may contact the Office of the Schools Adjudicator by 15 May in that same year.

Footnote

⁷ **A place at Marling School Sixth Form will be withdrawn** if it is offered in error or if it is established that the offer was obtained through a fraudulent or intentionally misleading application.

⁸ **Independent and verifiable evidence of Pupil Premium entitlement** in the requisite period will need to be provided at the time of application. The school may make such enquiries as are necessary of GCC (or the relevant Local Authority) as to the entitlement of any candidates. This criterion is applicable to Pupil Premium only and not Service Premium entitlement.

⁹ **Children in Public Care (Looked After Children/ previously Looked After Children)** A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989). An adoption order is an order under section 46 of the Adoption and Children Act 2002. A 'child arrangements order' is as an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians). Supporting documentation for Children in Public Care must be submitted to the school at the point of application.

¹⁰ **A child is regarded as having been in state care** in a place outside of England if he/she was accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Supporting evidence of previously looked-after status must be submitted to the school at the point of application.