

**HEATHSIDE SCHOOL  
WEYBRIDGE, SURREY**

**ADMISSION POLICY  
SEPTEMBER 2018 – JULY 2019**

**Heathside School is an Academy, part of the ElmWey Learning Trust**

**Applications for children, normally in Year 11 or equivalent, who wish to apply for a place in Year 12 at Heathside Sixth Form for entry in September 2018.**

**ADMISSION CRITERIA:**

The published admission number for Year 12 entry in 2018 is set at 35: **this figure relates to external applicants only as per The School Admissions Code – Section 1.2.**

Places will be allocated in accordance with the following criteria:

**1. Looked After and Previously Looked After Children:**

Children who are in the care of a Local Authority or being provided with accommodation by a Local Authority in the exercise of their social services functions in accordance with Section 22 of the Children Act 1989(a), e.g. fostered or living in a children's home, at the time of making an application to the school,  
and,

Children who have previously been in the care of a Local Authority in accordance with Section 22 of the Children Act 1989(a) and who have left that care through adoption, a child arrangement order (in accordance with Section 14 of the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989).

**2. Children whose permanent home is within the catchment area.**

**3. Children whose permanent home is outside the catchment area.**

**Tie Breakers:**

If over subscription occurs in Criterion 1 the Governing Body of the school will draw lots to determine which child should be given priority. This process would be duly witnessed and recorded.

If oversubscription occurs in Criterion 2 places will be prioritised according to distance. Distances will be measured by a straight line from the start point of the **permanent** home to the Reception entrance of the school.

If oversubscription occurs in Criterion 3 places will be prioritised according to distance. Distances will be measured by a straight line from the start point of the **permanent** home to the nearest point on the line marking the perimeter of the catchment area.

Where two or more children share a priority for a place, e.g. where two children live equidistant from the school and only one place remains, the Governing Body of the school will draw lots to determine which child should be given priority. This process would be duly witnessed and recorded.

**Minimum Entry Requirements:**

Up until summer 2019, GCSE qualifications will be awarded using either letter grades (A\*-C) or numerical grades (9-1) depending on the subject examined. This policy specifies requirements using both of these systems.

To gain admission to Heathside Sixth Form, both internal and external applicants must meet all of the following academic criteria in addition to all and any other requirements set out in this policy:

1. Five GCSE passes at grade A\*-C or 9-4 under the revised system) including English and Mathematics at grade 5 or above.
2. For each subject studied at A Level; the GCSE grade requirements are as set out in the current Sixth Form Prospectus and are subject specific.
3. By meeting requirement 2 above the applicant will be eligible to study a combination of subjects which is viable within the school timetable and meets the minimum number of subjects to be studied by Sixth Form students at the time of entry.

Exceptions to Requirement 1 above (Five GCSE passes including English and Mathematics): Under exceptional circumstances applicants who do not have both GCSE English and Mathematics at grade 5 or higher may be admitted. If admitted, they will be required to continue to study English and/or Mathematics as applicable, at GCSE Level or an equivalent or substitute qualification defined by the School and sit the relevant examinations until they achieve at least a GCSE grade 4, or a grade acceptable to the School for an equivalent or substitute qualification. Should such applicants be admitted into the Sixth Form and not gain the required grades in English and/or Mathematics as applicable by the end of Year 12, they will be required to continue to study the relevant courses and re-sit the relevant examinations in Year 13.

### **Overseas Applicants and Applicants with Qualifications Other Than GCSEs:**

Such applicants will need to provide evidence acceptable to the School that their prior attainment includes qualifications equivalent to GCSE grade A\*-C/grade 9-5 in both English and Mathematics. In addition, evidence related to prior attainment relevant to the applicant's desired A Level courses will be considered by the School.

The School will accept Statements of Comparability prepared by UK NARIC ([www.naric.org.uk](http://www.naric.org.uk)) obtained and provided by such applicants.

Should any applicant without the English Language and/or Mathematics grade A\*-C/grade 9-4 equivalence be admitted, they will be required to study English and/or Mathematics as applicable, at GCSE Level or an equivalent or substitute qualification defined by the School and sit the relevant examinations until they achieve at least a GCSE grade 4, or a grade acceptable to the School for an equivalent or substitute qualification. Should such applicants be admitted into the Sixth Form and not gain the required grades in English and/or Mathematics as applicable by the end of Year 12, they will be required to continue to study the relevant courses and re-sit the relevant examinations in Year 13.

### **Additional Information**

#### **Late Applications:**

The closing date for receipt of on time applications is Friday, 8<sup>th</sup> December 2017.

Applications received after this date will be deemed as late applications and therefore will only be considered after those that have been received on time.

#### **Appeals:**

The Governors will make arrangements to enable the parent(s)/guardian(s) of a child to appeal to an Independent Appeal Panel against any decision by or on behalf of the Governors who refuse the child admission to the School. In making these arrangements, the Governors will have full regard to Schedule 24 (Admission Appeals) of The School Standards and Framework Act 2012.

In the first instance the parent(s)/guardian(s) should contact Mrs. S.E. Buroni, Admissions Manager for information and to request appropriate paperwork.

No member of staff or individual connected to the school can guarantee the offer of a place for a child. Places are offered by the School Governors Student Learning and Progress Committee, who apply the criteria for admission.

The school will hold an Open Evening on Wednesday, 14<sup>th</sup> June 2017 – 6.30pm – 9.00pm for

Year 12 entry. Alternative appointments can be made to visit the school by contacting Mrs. S.E. Buroni, Admissions Manager.