



**HUNTERHOUSE COLLEGE**

**SIXTH FORM ADMISSIONS POLICY**

**Date/date Reviewed: November 2025**

**Previous: November 2024**

**Next Review due: November 2026**

This policy is available in pdf format from the school website

[www.hunterhousecollege.org.uk](http://www.hunterhousecollege.org.uk)

or on request from the School Office 028 9061 2293

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**Introduction**

Students who wish to enter the Sixth Form must meet the published entrance criteria. They will be asked to attend an interview at which career plans will be discussed and advice on courses of study will be given. Final decisions regarding courses of study should only be taken after discussion involving a student, their parents, and careers staff. There will be occasions on which it is necessary to consult the relevant Head of Department or the Principal.

## **Entrance Criteria For Year 13**

### **(1) General Entry Requirements**

- All students wishing to enter Year 13, must obtain **at least 13 points** achieved over a minimum of 6 subjects. GCSE points are allocated as shown in the table below.

<b>CCEA Grades</b>	<b>English Exam Board Grades</b>	<b>GCSE Points</b>
A*	9	5
A	8 + 7	4
B	6	3
C*	5	2
C	4	1

- An acceptable record of attendance in line with the school's policy, and a satisfactory attitude to work and general behaviour as evidenced by the student's record.

**In order to ensure that each student makes the most appropriate subject choice which maximises attainment the following requirements apply:**

- Students may choose three or four subjects at the start of Year 13. However, by October half term only those who have attained 27 points or more at GCSE level will have the option of continuing with 4 subjects. All other students will follow 3 subjects for the remainder of Year 13.

Students attaining less than the points score as shown in the General Entry Requirements above are advised to speak with the Principal to discuss other Post 16 options.

### **(2) Subject Specific Requirements**

In addition to the General Entry Requirements above, students must also fulfil the entry requirements for the subjects they have chosen. These must be in different Option Blocks and agreed by their interviewing Careers staff. If a minimum of three suitable courses cannot be selected, students will not be offered a place even though they have may have met the overall 13-point requirement for entry to Year 13.

### **(3) Criteria For Any Extra Places Made Available By The Department Of Education For Admission Into Year 13 (Sixth Form)**

The Department of Education may, in response to a request from a school, increase the number of

students that the school can admit to its Year 13. Places that become available in this way shall be allocated only to students who meet the basic eligibility criteria for Sixth Form study (as set out above) and shall be allocated in the order determined by the criteria to be applied in the order set down.

1. Students who have most recently completed Year 12 in Hunterhouse College.
2. Students from other schools where admission has been agreed and additional places granted by the Department of Education.\*

\*Parents should note how the Department of Education (DE) will, in response to a school's request, temporarily increase a school's enrolment number in order to allow extra post -16 students to enrol. DE will only increase the school's enrolment number if it is content that each external student for whom a place is requested would not be able to pursue their post-16 course-choices at another suitable school without undertaking an unreasonable journey (i.e. a journey, that by public transport, would be over an hour from where the young person lives or is further than 15 miles distance). If DE finds that no other suitable school may provide all of the post-16 courses that the student wishes to pursue - then DE will agree a school's request for an extra place.

#### **(4) Exceptional Circumstances**

The attendance and GCSE points score requirement may be waived if the school is satisfied that there have been exceptional circumstances e.g. caused by extreme medical problems. In this case the school will already have received appropriate documented evidence during Year 12 or will be able to access such evidence from an applicant's previous school in the case of a student joining the school in Year 13.

#### **(5) Additional Information**

These grades must have been obtained in GCSE subjects and/or recognised equivalencies.

If for any one subject course there are more applicants than places on the course, then the school's criteria for acceptance to study an AS level subject will apply. Entry will be competitive and based on relevant academic achievements.

Applicants with less than the stated criteria will be considered according to their total points score and availability of places in their chosen subjects.

The school will provide a menu of courses offered for 2026-27. Students will study 3 or 4 courses in Year 13 and all students undertake a programme of Careers Education and Guidance, Personal Development and Enrichment Activities.

It is anticipated that those students who have not attained a grade C in either English or Mathematics will resit these examinations in Year 13.

### **Entrance Criteria For Year 14**

#### **(1) General Entry Requirements**

Minimum entry requirements to Year 14 are:

- **A minimum of 2 grade Cs and one grade D (or equivalent in BTEC courses) is required to enter Year 14**
- Students attaining lower than 2 Grade Cs and one Grade D will have the opportunity to discuss options with a Learning Guidance Tutor, one option may be to repeat Year 13.
- In order to proceed to Year 14 in any subject a minimum of grade D is required
- An acceptable record of attendance in line with the school's policy, and a satisfactory attitude to work and general behaviour as evidenced in Progress Reviews and on the Year 13 Report

Students seeking to enter Upper Sixth should be aware that they are required to follow only three A2 Level courses. Any other combination of course levels must be approved by the Principal.

## **(2) Exceptional Circumstances**

The above requirements may be waived if the school is satisfied that there were exceptional circumstances e.g. caused by extreme medical problems. In this case the school will already have received appropriate documented evidence during the Lower Sixth Year.

## **Additional Information For Both Year 13 And 14 Entrants**

### **(1) Payment Of Fees**

Applicants to each of the year groups will be required to make payment of the school fees by 1<sup>st</sup> September each year. The only exceptions to this are for students whose families decide to commit to a standing order for payment spread across the year or those who can evidence hardship. The Bursar can provide detail of the specific evidence required.

### **(2) Sixth Form Agreement**

All students seeking admission to the school are required to accept and sign an agreement to comply with the school rules at all times.