

## **GROVE COLLEGE ADMISSIONS POLICY**

Grove College is a local community school and will consider all applications from students who wish to attend Grove College.

Grove College will continue to operate an open access policy; however we will endeavour to offer the best advice and guidance to prospective students regarding the suitability of courses to meet their needs to ensure their success in the sixth form.

The criteria for entry Grove College will be a minimum of 6 A\* - C grades at GCSE including English and Mathematics and that the student meets the specified entry requirements for each individual subject/course as specified in the sixth form prospectus for A Level courses and 4 D grades at GCSE for the Cambridge Technical Programme. . The entry criteria apply equally to internal and external applications.

The Admissions criteria are:

### **1. GCSE performance**

Each course and subject in the sixth form has specific entry requirements. This ensures that students are matched to courses on which they are most likely to achieve success. Access to an Advanced course requires a minimum of 6 GCSE C grades or better in at least 6 different subjects. A minimum of B grades are required in subjects chosen for further study at Advanced level or, in the case of subjects not previously studied, additional criteria set out in the prospectus.

### **2. An appropriate course is on offer**

We cannot offer all subject combinations. By 'appropriate course' we mean that we are both able to offer the combination of subjects the student wishes to study and the student has met the subject specific entry requirements as specified in the sixth form prospectus.

### **3. Exceptional Circumstances**

Students will be considered on an individual basis in exceptional circumstances.

#### **Internal Students**

All internal students who meet the above criteria will be offered a place at Grove College

#### **External Students**

The school admits students who are studying elsewhere in Year 11.

Admission Number: 20

If the number of external applicants does not exceed the Admissions Number, all external applicants who meet the

admission criteria will be admitted.

If there are more than 20 applicants, then the oversubscription criteria for external students will be applied.

External applicants to the College will need to complete a supplementary form and provide the following evidence:

☐ Proof of date of birth

## ☑ Proof of address

Oversubscription Criteria: (for external students only)

Students with a Statement of Educational Needs or EHCP which names the College and who meet the academic entry criteria will be offered a place.

The criteria for oversubscription will then be applied to those who meet the academic entry criteria in the following order until all 20 places have been allocated:

1. Students in the care of the Local Authority (looked after children) or previously looked after children
2. Students who have a sibling studying at Grove School or College in the September of the applicant's year of entry.
3. Other students.
4. Tiebreaker – Distance to the door

If the College receives more applicants than there are places, priority will be given to those with a permanent address nearest to the College.

The student's permanent address is where he or she normally lives and sleeps and goes to school from on the majority of school nights (Sunday – Thursday). Proof of residence can be requested at any time throughout the admissions process. If false or misleading information is used to gain entry to the Academy, the offer of a place will be withdrawn and the application cancelled.

The distance which determines how close the child lives to the College is the shortest straight line distance, as the crow flies, between the entrance to the child's permanent address and the entrance door to the College main building. In the event of two or more distances being the same, random allocation will be used to decide the priority given to each application. The system for measuring distance will be the same as is used for Transition to Secondary school in years 6/7.

The student's permanent address is where he or she normally lives and sleeps and goes to school from on the majority of school nights (Sunday – Thursday). Proof of residence can be requested at any time throughout the admissions process. If false or misleading information is used to gain entry to the College, the offer of a place will be withdrawn and the application cancelled.

Applicants not offered a place are sent details of the Independent Appeals procedure and can ask to be placed on the School's Waiting List. Applicants are offered a place from the waiting list in order of their ranking on the list up until the end of the first term of Year 12 entry.

## Late Applications

All students interested in a place in the College Sixth Form should apply by date specified on the application form. Applications received after this date will be deemed as late. All late applications will be dealt with once all the 'on time' applications have been processed.

## Casual Applications

Applications received at other times of the year for immediate entry to the Sixth form will be considered, as long as the Sixth form is not in a situation of oversubscription. If this limit has not been reached, and places are available in a

suitable combination of courses, applications from students who meet the academic entry criteria would normally be accepted.

Applications may be made at any time, even after the start of the academic year. Such applications will be accepted if there are spaces within the Sixth Form and on the chosen course but such applicants should be aware that they would be expected to catch up with work already covered on the course.

#### Withdrawal of Places

Students at Grove College are required to adhere to a Code of Responsibility. Should a student breach any terms of this code, then they become subject to the disciplinary code and may be asked to leave college.

#### Progression into Year 13

Places in the sixth form in Year 13 will be allocated to all students who successfully complete Y12 courses.

This will be determined by passing either AS Level examinations at Grade D or above or completion of a qualification through portfolio. In exceptional circumstances students may be allocated a place in Year 12, rather than Y13 so that they can repeat courses.

#### Appeals

Parents/carers have a right of appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of the College. The arrangements for the appeal will be in line with the Code of Practice on School Admissions Appeals as published by the Department for Education. The determination of the appeal panel will be binding on all parties. Guidance for parents on how the appeals process works will be provided on request, to parents/carers and published on the College website.