

Admissions Policy Gillingham Sixth Form

We aim to offer a large range of academic and vocational subjects within our Sixth Form. Our policy is to ensure that the students accepted into the sixth form can be placed on appropriate courses where they are likely to succeed. Students are invited to attend the open evening in the autumn term and are required to attend the induction day in September.

All Gillingham School students in Year 11 can apply for a place in our Sixth Form. We also accept external applications from students wishing to transfer from another institution. The school's catchment area for lower school students does not apply to Sixth Form applications.

External application to Gillingham Sixth Form will be by published application form to the Admissions Officer. Relevant information and the application form can be found via the School's website (<https://www.gillingham-dorset.co.uk/>). Internal students will complete their applications online at school. As a result of these applications every student will need to attend a guidance meeting to ensure the student is given appropriate advice and guidance.

Students are asked to select provisional course preferences. This is not a firm commitment and they will be able to reconsider their options after the GCSE results are published and in light of the school's timetable.

Admission to the Sixth Form will be determined by the Governing Body in accordance with the following criteria in the order set out below.

All places offered, including for those students already enrolled at Gillingham School, are dependent upon the criteria below:

(i) that the student has attained the specific academic requirements for entry to the courses, which are published on the Sixth Form Prospectus

(ii) that there is a suitable course available with a vacancy; group size will normally be capped at 25 but may be smaller depending on the nature of the subject and availability of resources

The highest priority, when considering oversubscription criteria for sixth form places, will be given to looked after children and previously looked after children who meet the academic entry criteria. In exceptional but rare circumstances, often due to medical issues, individuals may be accepted onto particular courses with reduced entry requirements. These very rare decisions will be made by the joints Heads of Sixth Form in consultation with a member of the Senior Leadership Team.

Late applications are those received beyond the third working week in September. Applicants will need to ensure that they are able to catch-up with any missed worked,

especially for new subjects or syllabuses. Moving institutions whilst studying A Levels or Level 3 BTECs is rarely advisable and students, in the school's experience, rarely achieve their full potential as a result. A guidance interview will take place to discuss options including re-starting the academic year, how we can facilitate catching up missed work, whether there are places available on particular courses or exploring a reduction in the volume of study.

Decisions to offer or refuse admission will be made by our admissions committee comprised of the joint Heads of Sixth Form and a member of the Senior Leadership Team.

There is a right to appeal any admission decisions through the School's Governing Body.