

Admissions Arrangements for 6th Form @ Swakeleys 2023 - 2024 Academic Year

1. Background

6th Form @ Swakeleys is a co-educational sixth form for 16+ students. The agreed admission number for the sixth form is 350 which is split into two year groups and further sub divided into 10 tutor groups. The admission number is subject to students selecting subjects which also have space on their course. A Level subjects should not exceed a maximum of 25 per class.

As well as our own students entering the sixth form, applications from other institutions are most welcome though applicants should be aware of the admissions criteria on page 2 of this policy. A full programme of both A Level and Level 3 courses is provided.

The requirements for each of the four pathways are included in the appendix and the requirements for individual courses are available in detail from the sixth form prospectus. We retain the right to withdraw any courses before the A Level year if student numbers are too low to make the course viable.

2. Rationale

This document sets out the admissions arrangements for the school. These arrangements will be ratified by members of the Academy Trust on an annual basis.

3. Success Criteria

6th Form @ Swakeleys has a clear and understandable policy and provides equal access to all students.

4. Objectives

To explain the process for admission to the 6th Form and to ensure the process for admissions is fair, transparent and provides equal access to all.

5. Methodology

1. Students must apply directly to the school using our online application form which will be live on the website at specified times. Application forms must be completed and submitted online by the specified deadline (approx. January)
2. Applicants will be invited to attend an interview with a member of the 6th form team (approx. February/March). Failure to attend this interview will result in withdrawal from the application process. Parents are welcome to participate in the process. Current academic performance, prior achievements, attendance, behaviour, punctuality, interests, aptitude and future education or career aspirations will form the basis of whether applicants receive a conditional offer following their interview. Consultation will be made with year 11 teaching staff and predicted grades, alongside mock results, will be taken into account during the course allocation process. Where there is a demand for a course that exceeds the number of available places, places will be allocated based on the academic information available on the students in that subject area. Offers should be expected in May.

3. 6th Form @ Swakeleys has no predetermined catchment area and according to the law, parents of students resident both inside and outside the London Borough of Hillingdon are entitled to apply for admission for their child. Students will be admitted in the following order of priority:
- Looked after and previously looked after children
 - Children of a member of staff
 - Students from Year 11 in Swakeleys School for Girls
 - Students from other schools with siblings at Swakeleys School for Girls. Sibling refers to a brother or sister, half brother or sister with one parent in common and an adopted brother or sister
 - Any other students. Priority may be given to students wishing to study small uptake subjects.

The published admission number of students in Year 12, given health and safety requirements, is no more than 125.

4. If admission to the 6th form is offered, applicants must follow the acceptance procedure by the specified date (approx. May) and attend any compulsory induction days (approx. June). Failure to complete either of these steps may result in students' offer of admission being withdrawn. Applicants will receive written confirmation of such a withdrawal of a place.
5. On the day that students receive their GCSE results, applicants must complete the enrolment process by contacting the 6th Form to confirm their place (Approx. August). Failure to complete this step may result in an applicant's offer of admission being withdrawn. Applicants will receive written confirmation of such a withdrawal of a place.
6. Where an applicant's GCSE results do not meet the entrance requirements for their chosen pathway or subjects, applicants may be provided with an alternative pathway or combination of subjects.
7. Where applicants have failed to achieve a grade 4 in English and/or Maths they will have the opportunity to study these subjects over the course of their sixth form at Swakeleys.
8. The school will rely upon the information contained in the application form for admissions and if it transpires that any information is false or misleading in any way whatsoever, then the school reserves the right to:
- withdraw the offer of admission and any such withdrawal will be effective even after the child has commenced studies at the school provided that the pupil has not completed more than one term at Swakeleys School for Girls
 - pursue their legal rights against parent(s)/carer(s) making such false claims and this will include seeking compensation for loss or expense incurred by the school in rejecting an application due to false or misleading information having been given

6. Appeals

- If you meet the criteria above, have applied for, but not been offered, a place for your son/daughter at the school you have the right to lodge an appeal with the Governing Body.

7. Entry on to Year 13 Courses

A Level students will generally pursue four AS Level courses in Year 12 and continue three of these at A2 Level in Year 13. In order to enter on to the A Level year of any course, the student should achieve at least a grade D at AS level. In addition, they should have a minimum attendance of 95% throughout the year.

8. Evaluation

This policy will be evaluated annually as part of the school cycle of self -valuation, led by the Headteacher.

9. Review

The policy will be reviewed by the Curriculum Committee of the Governing Body annually, who have ultimate responsibility for this policy. They will review the policy as part of their cycle of reviews for which they are responsible.

APPENDIX – Pathway Entry Requirements

There are four pathways available in the 6th Form:

Pathway 1 - 4 AS Levels (Year 12)

3 A Levels (Year 13) & the option of an EPQ

At least two facilitating subjects. Please see below.

This pathway requires a minimum of five 9 - 6 grades in academic subjects.

Pathway 2 - 4 AS Levels (Year 12)

3 A Levels (Year 13) & the option of an EPQ

This pathway requires a minimum of five 9 - 5 GCSE grades in academic subjects and meeting subject requirements.

Pathway 3 - 4 subjects consisting of AS Levels & BTECs* (Year 12)

3 subjects consisting of A Levels & BTECs* (Year 13) & the option of an EPQ in exceptional circumstances

**Please note that students must study BTEC subjects for two years to receive a qualification.*

This pathway requires a minimum of five 9 - 5 GCSE grades and meeting subject requirements.

Pathway 4 – 3 BTECs to be completed over two years

GCSE English/maths (if a grade 9-4 has not already been achieved)

This pathway requires a minimum of four 9 – 4 grades and meeting subject requirements but those who do not achieve this will be considered on an individual basis.

General Requirements

All pathways require 95% attendance in Year 11 (excluding known medical conditions/ exceptional circumstances) and an excellent behaviour record.

If you do not have the qualifications for a specific pathway due to exceptional circumstances you will need to mention this in your 6th Form interview.

All offers on courses will be subject to necessary student numbers. We reserve the right to cancel courses. Courses will require sufficient numbers to continue into the second year of study.

APPENDIX - COURSES: AN OVERVIEW

Summary of Subjects Offered for September 2023 start

You may select from the A level/BTEC subjects depending on your Pathway.

You can choose from the subjects listed below.

A Level Subjects

Art and Design
Art and Fashion (Textile Design)
Biology
Business
Chemistry
Computer Science
Dance
Drama and Theatre Studies
Economics
English Language and Literature
English Literature
Extended Project Qualification
Film Studies
Geography
History
Mathematics and Further Mathematics
Media Studies
Modern Languages: French & German
Music
Photography
Physics
Politics
Psychology
Religious Studies: Philosophy and Ethics
Sociology

Level 3 BTEC

BTEC Childcare (single or double)
BTEC Health and Social Care (single or double)
BTEC Sport (Single)

Extra-Curricular Activity

Enrichment and leadership

If numbers are too low and courses are not viable they will not run.

In addition: The Extended Project (EPQ) is desirable for many students on Pathway 1 and 2. GCSE retakes in English or maths are compulsory for those students who have not achieved a grade 4 or higher.