



North Halifax Grammar School

Sixth Form

Admissions Policy

For entry September 2023

1.0 Admission into the Sixth Form

1.1 General Principles

At NHGS we offer a range of A level subjects and our policy is to ensure that all students accepted into the Sixth Form are placed on appropriate courses where they are likely to succeed. All students in Year 11 at North Halifax Grammar School (NHGS) will have independent career guidance and a place in the Sixth Form will be guaranteed to all those who meet the entry requirements. We also accept applications from students wishing to transfer to NHGS from other schools. In all cases the same academic admissions criteria will apply.

1.2 The overall published admissions number (PAN) for Year 12 is 185. The PAN for external applicants into the Sixth Form will be determined by the number of Year 11 students staying on in Year 12 but will not normally be less than 50.

1.3 The PAN may be exceeded on decision by the Principal if an external applicant has met the relevant entry requirements and their preferred courses of study have spaces available. The decision of the Principal will be final but those refused a place will have a right to appeal to an Independent Panel. Further details of this are available from the school.

2.0 Academic requirements

- A minimum of 6 GCSE subjects at Grade 5 or above including English and Mathematics;
- A Grade 5 or above in any subject to be studied at A-level (where the student has previously studied the subject);
- Equivalent vocational qualifications may be accepted;
- All full course Level 2 qualifications, including Applied GCSEs, of whatever size will count as one GCSE.
- To study Biology, Physics or Chemistry, students need to have achieved a Grade 6 or above in the respective GCSEs or a minimum of two Grade 6's in Science and Additional Science at GCSE.
- To study Mathematics, Physics or Chemistry students must have Grade 6 or above in Mathematics at GCSE.
- To study French or Spanish students must have a Grade 6 or above in their chosen language.
- Students wanting to study 4 A level courses should achieve at least an average GCSE Grade of 7.

Entry requirements may be relaxed 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 11 or will be able to access such evidence from an applicant's previous school in the case of a pupil joining the school in Year 12.

3.0 Applying for entry into the Sixth Form (External Applicants Only)

- 3.1 Applications should be made on the school's online application form, or alternatively a paper copy can be sent to the school's Sixth Form Administrator by early January in the year of admission (the exact date will be available on the school website and in admissions information).
- 3.2 Decisions regarding the offer of Sixth Form places will be made by the Director and Head of Sixth Form and offers will be made to students whose predicted grades indicate they will meet the criteria in GCSE examinations. If numbers exceed the published PAN or courses are oversubscribed, then places will be allocated according to the oversubscription criteria as published in section 4.
- 3.3 Prior to offers, students will be invited into school to discuss option choices. The option columns will be published following applications to meet as many student choices as possible.
- 3.4 Offers will be confirmed as soon as appropriate exam results are confirmed. All students are required to start on the first school day following 1 September.

4.0 Oversubscription criteria

Once the academic criteria for admission have been met, places will be allocated according to the following oversubscription criteria:

- a) Children who are looked after or previously looked after (a "looked after child" is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social service functions (see the definition in Section 22 (1) of the Children Act 1989) at the time of making an application to a school. Previously looked after children are children who were looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).
- b) Year 11 students currently on roll within the school;
- c) Any remaining places will be allocated to those students in order of performance predicted at GCSE and to students whose preferred courses tie in with spaces.

5.0 Reserve List

- 5.1 A reserve list will be held by the school and offers will be made as places become available. Offers will be made subject to spaces being available on the courses requested. Alternative courses will be discussed where a student's first choice is not available.

6.0 Late Applications

- 6.1 If an application is received after the published application deadline this will be considered 'late'. Late applications will be considered after the allocation of places, unless exceptional circumstances apply e.g. hospitalisation of a parent or a family has just moved into the area. In such instances evidence will be required. Applications received after the start of the school year will only be considered if places on the requested courses are available and the student meets the academic requirements of the course.

7.0 Appeals Process

- 7.1 If an application is refused there is a statutory right of appeal to the school's Independent Appeals Panel. Appeals may be lodged by either the parent or student. Further details of the appeals process are available by contacting the school.

8.0 Entry into Year 13 for external applicants

Applications from students into Year 13 will only be considered in exceptional circumstances and at the discretion of the Principal.

9.0 Withdrawal of Place

False or intentionally misleading information supplied to the school will result in the offer of a place being withdrawn.