



## ADMISSIONS POLICY FOR ENTRY TO BOHUNT SIXTH FORM SEPT 2020

As an Academy, we are our own Admissions Authority working in line with admission regulations as defined by the Department for Education. Details of our catchment area can be found in Appendix 1.

### Internal Students

Bohunt Sixth Form welcomes applications for entry to the Sixth Form from students who have attended Bohunt School in Year 11 in 2019-20 and wish to enter the Sixth Form in September 2020. Applicants must meet the entry criteria below. Applications for Year 11 pupils at Bohunt who meet the entry criteria will be offered places. A minimum of 50 places will be available for external applicants. This is the published admission number. However, additional places may be offered if fewer Year 11 Bohunt pupils transfer to the Sixth Form so that a total of 250 children are admitted to Year 12. Places will be offered in accordance with the oversubscription criteria.

### External Students

The Sixth Form also welcomes applications for entry to the Sixth Form from external candidates who attended another school for Year 11 during 2019-20. Applicants must meet the entry criteria below.

### Outside catchment area

Applications are welcomed from students living outside the catchment area indicated up to the maximum capacity.

The Published Admission Number for Year 12 in September 2020 will be 250. This figure refers to the total number of students being admitted to Year 12.

### Entry Requirements

Entry to the Sixth Form is subject to a student having achieved the entry requirements for the programme of subjects/courses they wish to pursue. Students should refer to the Sixth Form prospectus and course directory for individual subject requirements and further details; individual subjects may be limited in the number of students they are able to accommodate. Places on courses will be offered following a guidance meeting that will take place in the Autumn term 2019 and Spring term 2020.

The following criteria apply to students intending to study at Bohunt Sixth Form:

- Students must meet the minimum entry requirements as follows:  
**Grade 5 in English and Maths PLUS at least 3 other GCSE grades 5 or above or equivalent**  
Students will be given guidance about appropriate courses at an advisory meeting and final decisions about the number of subjects studied will typically be based on average point scores.
- An offer of a place is not a guarantee that a student will be able to study a particular course; students are required to achieve the minimum entry requirements for each subject they wish to study as described in the prospectus and course directory.
- Students are only eligible to study at Bohunt Sixth Form if they are enrolled on a full time course. A full time course is typically 3 A levels plus EPQ and enrichment opportunities.



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- Typical age of students at enrolment will be 16 years. Students over the age of 18 years are not able to begin courses at the Sixth Form.
- Entrance to Bohunt Sixth Form is subject to the regulations regarding nationality, residency status and eligibility for study in UK Sixth Forms that apply at the time. Currently those regulations state that students may be admitted if:
  - i. They are British Citizens and/or EU nationals
  - ii. Non-EU nationals admitted only if:
    - They have 'exceptional' or 'indefinite leave to remain' in the UK **OR**
    - They have refugee status **OR**
    - Their residency is a condition of their parent/guardians' legal employment status in this country

The following oversubscription criteria in order of priority will be applied when there are more applicants than places available. All preferences will be treated on an equal basis.

### **First priority: Looked after Children and previously looked after children**

'Looked after children and children who were looked after, but ceased to be so because they were adopted or became the subject of a child arrangements order or special guardianship order'

A previously looked after child is a child who was looked after by a local authority but ceased to be so because they were adopted, or became the subject of a child arrangements order or special guardianship order. This includes children who were adopted under the Adoption Act and children who were adopted under the Adoption and Children Act 2002. It also includes children who have been provided with child arrangements orders (previously known as residence orders) under the provisions of section 14 of the Children and Families Act 2014 which amends section 8 of the Children Act 1989 and the children with special guardianship order appointing one or more individuals to be a child's special guardian under section 14A of the Children Act 1989.

### **Second priority: Exceptional medical or social needs**

Students who have exceptional medical or psychological conditions that make it essential that they attend Bohunt Sixth Form rather than any other Sixth Form. Appropriate medical or psychological evidence must be produced in support (see Definitions)



## ADMISSIONS POLICY FOR ENTRY TO BOHUNT SIXTH FORM SEPT 2020

### **Third priority: Children of staff**

Children of staff at Bohunt School where the member of staff is the legal parent and guardian of that child and:

- Where the member of staff is recruited to fill a vacant post for which there is demonstrable skills shortage;
- Provided that the member of staff has been employed for at least two years

The term 'Staff' includes support and teaching staff on a permanent contract. A 'demonstrable skills shortage' will be if any post has had to be advertised more than once.

### **Fourth priority: Sibling attending Bohunt Sixth Form**

External students with a sibling attending Bohunt School or Sixth Form up to and including Year 13 at time of application. NOTE: An offer of a place to join Bohunt Sixth Form in Year 12 in 2020 will not secure a place for a younger sibling under Year 7 Admissions process.

By sibling we mean:

- Children living at the same address who have one or both natural parents in common
- Children living at the same address who are related by a parent's marriage
- Children living at the same address whose parents are living as partners at this address
- Foster children or adopted children living at the same address
- We do not include 'cousins' within our definition of sibling

### **Fifth priority: Student attending a linked School**

Children whose permanent home address is inside the Sixth Forms' designated area and attend a linked school.

In alphabetical order

- The Petersfield School



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### **Sixth priority: Students living in catchment**

Students who live closest to the Sixth Form, based on a straight line from the main front door to the entrance of the property. Parents should note that if they apply for free transport, different criteria may apply and the distance from home to Sixth Form might be measured using a different route.

### **Seventh priority: Students living outside the catchment area**

- i. Students living outside the designated catchment area that have a sibling (including children living in the same family unit) already on the school roll and who will still be on roll as the time of the admission;
- ii. Students living outside the designated catchment area who attend a linked school as mentioned above
- iii. Students who live closest to the Sixth Form based on a straight line from the main front door to the entrance of the property.

### **All applications please note**

Governors reserve the right to withdraw the offer of a place if an application has been made which is fraudulent or intentionally misleading and which has effectively denied a place to another child.

### **Tie breaker**

Living in the designated area does not guarantee a Sixth Form place as there may be more applications from parents living in the designated area than places available. Nearest the Sixth Form is measured by a straight line. The distance is measured from the address point of the student's house as set by Google maps to the main front door of the Sixth Form. In the event that two or more students live at the same distance from the Sixth Form (including flats within the same building), and there are fewer places available, random allocation will be used to decide which student will be allocated the remaining place(s). This will be by supervised drawing of lots, carried out by at least two members of staff.



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### **Definitions and Clarifications**

#### **Twin, Triplets and Children from multiple births**

In the case of multiple births, where a twin or child from a multiple birth is admitted to this Sixth Form under this policy then any further twin or child of the same multiple birth will be admitted, if the parents so wish, even though this may raise the number of the year group above the academy's PAN.

#### **Home address**

Applicants will be asked to declare that the address used will be their place of residence beyond the date of the student starting Sixth Form. The Sixth Form reserves its right to carry out further investigation and require additional evidence and to reject applications or withdraw offers of places, if a false address is given or the child does not live at the address. In such cases, the applicant will have recourse to putting their application through the independent appeals process.

Temporary addresses cannot be used to obtain Sixth Form places. Where an applicant has two or more properties, evidence will be required showing the rental or disposal of the previous property. Temporary addresses will only be considered where evidence is provided of a genuine reason for the move e.g. flooding or subsidence.

Applicants are required to advise of any change of circumstance at any time prior to the student starting Sixth Form. If you do not declare such arrangements, or a different address is used on the application where the student does not usually live; it will be considered that a false declaration has been made and it may be decided to decline to offer a place at the Sixth Form, or normally withdraw the offer of a place.



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### **Split living arrangements**

Where a family claims to be resident at more than one address, justification and evidence of the family's circumstances will be required e.g. split residence/child arrangements order or legal separation documentation. Where there is an equal split or there is any doubt about residence, an admission panel will assess and make a judgment about which address to use for the purpose of the allocation of a Sixth Form place where necessary requesting further information e.g.

- any legal documentation confirming residence
- the pattern of the residence
- the period of time over which the current arrangements has been in place
- where the child is registered with the GP
- any other evidence the parents may supply to verify the position

### **Applicants from abroad**

An application for the Sixth Form can be made by applicants from abroad, provided that they can provide evidence of their right of abode. Third party written evidence confirming the details and timing of the relocation will be required.

### **Admission outside the normal age group**

Requests from parents for Sixth Form places outside a normal age group will be considered carefully whether for gifted and talented pupils or for those who have experienced problems, e.g having missed education due to ill health, etc

Each case will be considered on its own merits and circumstances and will only be agreed where it is considered to be in the best interests of the student; the circumstances of each case will be considered individually. The Headteacher will make the decision and will consider any evidence the parent(s) submit supporting their case and any relevant professionals asked for their opinion on the case.

Please contact Bohunt Sixth Form on either telephone 01428 724324 or email [sixth@bohunt.org](mailto:sixth@bohunt.org)



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### Appendix 1: Bohunt Sixth Form catchment area

