

# LISNEAL COLLEGE



## Policy for Entry into 6<sup>th</sup> Form

January 2024

## 6<sup>TH</sup> FORM ADMISSIONS CRITERIA FOR SEPTEMBER 2024

Dear Parent/Guardian,

In order that your son/daughter is best prepared for September 2024 it is important that they are informed of the admissions criteria for entry into our 6<sup>th</sup> Form. In order to be admitted to Year 13 the following criteria must be met:

- Pupils must have a good record of attendance at school (***Minimum 90% shown on school attendance module on 8<sup>th</sup> April 2024.*** Pupils who have exceptional reasons for absence may be considered for a return. (***Any case made for exceptional circumstances must be supported by absence notes/communication records provided at the time of each absence.***)
- Pupils must have a record of exemplary behaviour in school. This includes co-operation with teachers and pupils, wearing the school uniform correctly and complying with all school rules. Pupils who do not meet these standards are not eligible to return to 6<sup>th</sup> form at Lisneal College.
- Pupils must have an excellent record of punctuality to school and to lessons.
- Pupils must have achieved a minimum of 6 GCSE grade Cs or equivalent. One of these C grades must be in English or Maths. This also applies to pupils applying from other schools.
- Pupils must choose 3 subjects to study. Pupils will not be permitted to study only 2 AS/A"/Level 3 qualifications and this may result in the pupil leaving 6<sup>th</sup> Form.
- Pupils must complete the 6<sup>th</sup> Form enrolment application form and sign a pupil/parent/school contract.
- Pupils must discuss entry to each chosen subject with the subject teacher/Head of Department.
- Pupils must meet the GCSE grade criteria required to study certain subjects.

The application process will be managed in the following stages:

Stage	Date	Action
1	05 February 2024	Applications open.
2	26 February 2024	Applications close.
3	11 March 2024	Principal and Vice Principals review applications and prepare information for Governors.

4	08 April 2024	Governors review applications based on each applicant's record of behaviour, overall attendance, and punctuality to school and lessons.
5	22 April 2024	Each applicant informed of decision in writing. Pupils who meet the criteria shown at stage 3 will be made a conditional offer. A successful admission to 6 <sup>th</sup> form will be dependent on pupils achieving 6 or more GCSE grade Cs or equivalent including English or maths.

6	15 August 2024	Each applicant who successfully meets the qualification requirements will be admitted to 6 <sup>th</sup> form.
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It is essential that you and your son/daughter plan an alternative pathway to 6<sup>th</sup> form in the event that your son's/daughter's application is not approved. Careers advice and guidance is available in school for pupils to discuss post 16 options. Young people with additional learning needs will be supported throughout the transition process by our Learning Support Co-ordinator, Mrs McAvoy.

Over the next number of weeks and months it is essential that your child is fully up to date with all coursework and studying independently at home for written examinations. Preparation is the key to success!

Yours sincerely,

*Michael Allen*

Mr M Allen  
Principal

Lisneal College offers a vibrant and varied curriculum to pupils wishing to join our 6<sup>th</sup> Form. Students can study from a range of subjects that are tailored to suit their individual needs and aspirations, and we are confident that our Post 16 Curriculum provides career progression for all of our students.

Our 6<sup>th</sup> Form is led by Mrs Hay and she provides support, encouragement and pastoral care for every pupil in 6<sup>th</sup> Form. We are really proud of the relationship between our staff and pupils and we believe that this is the key to ensuring success for each young person.

It is important for pupils and parents to understand that the AS/A2 and Level 3 Applied subjects are very challenging and require dedication and hard work on the part of the student. 6<sup>th</sup> Form students are required to work more independently and be relied upon to meet deadlines for all work. This requires students to show a much greater sense of maturity and an acceptance of responsibility for their own achievements and outcomes.

Each pupil wishing to return to 6<sup>th</sup> Form must complete an application form and a pupil, parent, school contract must be signed. Schools must provide compulsory education to all young people up until the end of year 12, but entry into 6<sup>th</sup> Form is at the discretion of the Principal and the Board of Governors. In order to return to 6<sup>th</sup> Form each student must meet the criteria listed below.

<b>Criteria for Studying AS/A2 Levels/ Level 3 Subjects in Year 13</b>
1. Pupils must have an excellent record of behaviour. This includes co-operation with teachers and pupils; wearing the school uniform correctly and complying with all school rules. Pupils who frequently challenged school rules <b>will not</b> be accepted into 6 <sup>th</sup> Form. Records of incidents, lesson monitor and teacher reports will be used to determine if a pupil has met the threshold to return to 6 <sup>th</sup> form.
2. Pupils must have a good record of attendance at school (Minimum 90%). Pupils who have exceptional reasons for absence may be considered for a return to 6 <sup>th</sup> Form.
3. Pupils must have a good record of punctuality to school and to lessons. SIMS lesson monitor is used to record pupil lateness to class. Each pupil's punctuality record will be assessed as part of the application to 6 <sup>th</sup> form process. <b>Pupils who are found to be consistently late to class will not be permitted to return to 6<sup>th</sup> form.</b>
4. Pupils must have achieved a minimum of 6 GCSE grade Cs or equivalent. One of these C grades must be in English or Maths. Pupils who completed GCSEs at another school must have achieved a minimum of 6 GCSE grade Cs or equivalent including English <u>or</u> Maths.
5. Pupils must choose 3 subjects to study. Pupils will only be permitted to 'drop' a subject where there are exceptional circumstances. Pupils will not be permitted to study only 2 AS/A <sup>2</sup> /Level 3 qualifications and this may result in the pupil leaving 6 <sup>th</sup> Form.
6. Where a subject is oversubscribed the pupil with the best GCSE grade performance will be accepted. Lisneal College pupils will take priority over pupils applying to join 6 <sup>th</sup> form from other schools.
7. Pupils must complete the 6 <sup>th</sup> Form enrolment application form and sign a pupil, parent, school contract.
<b>The Governors' decision on each application is final</b>

# Admission to 6<sup>th</sup> Form September 2024 Application Form

Name	Form Class
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Subjects Studied in Year 12
English
Maths
LLW

<p style="text-align: center;"><i>(Principal and Vice Principals use only)</i></p> <p style="text-align: center;">Attendance on 8<sup>th</sup> April 2024 ____%</p>
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<p>If you are applying to study A2/ Level 3 courses, please indicate your 3 subject choices. Pupils will NOT be permitted to study only 2 subjects.</p>		
Subject 1	Subject 2	Subject 3
<p>Please note that subjects will only run if minimum pupil number levels are met. If classes are oversubscribed GCSE performance will be used to select students for affected courses. Pupils who need to repeat English or Maths may have to study the course out of school due to timetable clashes with AS/Level 3 subjects chosen. This is the responsibility of the pupil to arrange additional studies.</p> <p><b>Pupils will only be accepted to 6<sup>th</sup> Form if they met the criteria listed in the 6<sup>th</sup> Form Enrolment Policy.</b></p>		
Signed:	Date:	

<i>Principal and Vice Principals use only</i>		
Criteria	Met	Not Met
<b>1.</b> A good record of attendance at school ( <i>Minimum 90% shown on school attendance module on 8<sup>th</sup> April 2024</i> ).		
<b>2.</b> A record of exemplary behaviour in school, including co-operation with teachers and pupils; wearing the school uniform correctly and complying with all school rules.		
<b>3.</b> An excellent record of punctuality to school and to lessons.		

<i>(Principal and Vice Principals use only)</i>	
Application approved and conditional offer made: <i>(circle appropriate answer)</i>	
<b>Yes</b>	<b>No</b>
Signed:	Date: