



## Cardinal Heenan Catholic High School Sixth Form Admissions Policy

The entry requirements for all prospective students are as follows:

- Previous school punctuality of above 95%. Students new to Cardinal Heenan will need to provide formal evidence of this figure on school headed paper during enrolment in September.
- A minimum of three GCSE grade 5's, and an average grade of at least 4.5
- The meeting of the entry requirements for individual subjects.
- Students who attended Cardinal Heenan during year 11 to have seen the member of staff responsible for IAG for a pre-admission meeting.
- Agreed sixth form option choices in discussion with senior member of sixth form staff.
- Both student and parents/carers to have signed the 'Student & Parent Learning Contract', and to have returned it to the sixth form office.

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- Applicants not currently attending Cardinal Heenan Catholic High School must first complete an 'expression of interest' form available on the school website. The student and parents/carers will then be invited to tour the school and to meet with a member of the sixth form team.
  - Year 11 students at Cardinal Heenan Catholic High School will be given priority with regards a place in the sixth form. However, they are still required to complete an expression of interest form and attend a pre-admission meeting.
  - Where the number of external applications exceeds the number of places available the school's governing body will take into account a number of factors when considering individual applications. This includes whether the applicant is a Looked After Child, whether they have a sibling at the school (this includes full, half or step-brothers, adopted and foster brothers who are living at the same address and are part of the same family unit), whether they attend a partner school and the proximity of their home address to the school.
  - Additional students can sometimes be accommodated where a chosen course of study is not full.
  - Students are generally admitted to our sixth form at the start of the autumn term, though it is possible for students to join or transfer to us mid-year.
  - Any student refused the offer of a place in the sixth form has the right of appeal.
  - Where the school has made the offer of a place in the sixth form on the basis of a fraudulent or intentionally misleading application, the offer will be withdrawn with immediate effect.

Where a student does not meet one or more of the requirements above, an application may still be considered. For example, in the case of entry requirements for specific courses not being met, an application may be successful if Cardinal Heenan Sixth Form has confidence in a student's ability to very quickly 'catch up'; to work independently and to demonstrate the attitude to learning required to nullify the gap between required and actual pre-16 attainment.

Such places would be subject to a successful interview with one or more of the headteacher, KS5 coordinator and head of sixth form, and the subsequent signing of, and adherence to, the terms of a performance contract specific to that student. Failure to meet the expectations of the performance contract may lead to the place being withdrawn.