

THE SWEYNE PARK SCHOOL

SIXTH FORM ADMISSIONS POLICY 2025-26

1. Aims

This policy aims to:

- Explain how to apply for a place at the Sweyne Park School Sixth Form.
- Set out the school's arrangements for allocating places to the pupils who apply.
- Explain how to appeal against a decision not to offer a place.

2. Legislation

This policy is based on the following advice from the Department for Education (DFE):

- Schools Admission Code 2021
- School Admission Appeals Code

As an academy, the school is required by its funding agreement to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

3. Allocation of places

3.1: Total Intended Number to Admit:

The Sweyne Park School Sixth Form total intended number to admit for September 2025 is **140**.

There are 15 places reserved for external applicants to the Sixth Form. More external applicants may be admitted until we have reached our limit of 140 students.

Both internal and external students wishing to enter the Sixth Form will be expected to have met the same minimum academic entry requirements for the Sixth Form.

3.2: Admission criteria:

Students must have attained the minimum GCSE Points Score of 38 points from their **best eight GCSE results**, with at least Grade 5 in English and Grade 5 in Maths **for the A Level route**. A GCSE points score of **30 points** will be required to follow the **vocational route**. Students will be considered on a case-by-case basis for the Combined route of vocational and A Level qualification. Please see the table below to help you to calculate your points score.

The GCSE Points Score is a points total which counts a student's best 8 GCSE grades including English and Maths. Add your best 8 grades together using the points awarded on the following scale:

GCSE qualifications:		Other/vocational Level 2 qualifications	
Grade 9:	9 pts	Distinction*	8.5 pts
Grade 8:	8 pts	Distinction	7 pts
Grade 7	7 pts	Merit	5.5 pts
Grade 6	6 pts	Pass	4 pts
Grade 5	5 pts		
Etc.			

In addition to the Sixth Form's minimum academic entry requirements, students will need to satisfy minimum entrance requirements to the courses for which they are applying. If either internal or external applicants fail to meet the minimum course requirements they will be given the option of pursuing any alternative courses for which they do meet the minimum academic requirements, subject to there being a vacancy in that subject. Course requirements are published annually on our subject information sheets, available on our websites and from individual departments.

3.3: Oversubscription criteria

When the Sixth Form is undersubscribed all applicants meeting the minimum academic entry requirements will be admitted.

In the event of over-subscription, the following criteria will be applied in this order (in addition to the above):

1. Looked after and previously looked after children (see section 5.1)
2. Proximity of the child's home to the school, on the basis of straight-line distance, those living nearest being accorded the highest priority.

3.4: Tie-breaks

In the event that the distance between a child's home and the school is equidistant and there are therefore two or more applicants tied for the final place, random allocation will be used as a tie-break to decide who has the highest priority for admission. This will be independently conducted and verified.

4. Monitoring arrangements

This policy will be reviewed by the **Local Governing Body** every year, and recommended for approval to the **Board of Trustees**.

Whenever changes to admission arrangements are proposed (except where the change is an increase to the published admission number), the Local Governing Body will publicly consult on these changes. If nothing changes, the Local Governing Body will publicly consult on the school's admission arrangements every 7 years. This is next due in October 2030.

5. Notes and definitions:

5.1: Looked After Children

Looked after children are children who, at the time of making an application, are

- (a) in the care of the Local Authority, or
- (b) being provided with accommodation by a Local Authority in the exercise of their social services functions at the time of making an application to the school.

Previously looked after children are children who were looked after, but ceased to be so because they:

- (a) Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or
- (b) Became subject to a child arrangements order, or
- (c) Became subject to a special guardianship order.

This includes children who appear to have been in state care outside England and have ceased to be in state care due to being adopted.

5.2: How to apply

Applications to the Sweyne Park Sixth Form are through an online application form that is available on the school website. Paper copies of the application form are available on request.

5.3: Home address

The home address is considered to be the address at which the child lives on a permanent basis or is “ordinarily resident”.

Distance from the school is calculated using the distance calculation function within Google Maps.

5.4: Siblings

No priority is given to siblings with regard to Sixth Form admission.

5.5: Late applications

Applications should be returned to the school by the date indicated on the application form. Late applications will be considered on an individual basis.

5.6 Withdrawal of an offer

If a school place has been secured through the provision of false information, or has been offered in error, it may be withdrawn. This would include, in particular, misstatement of grades or failure to disclose matters that may affect the safety of students at the school.

5.7: Withdrawal of courses

The Sweyne Park Sixth Form reserves the right to withdraw a course. This may be necessary if, for example, there are insufficient numbers of students or other unforeseen circumstances.

5.8: Appeals

Unsuccessful applicants have the right to appeal against admissions decisions to an Independent Appeal Panel, as specified in the School Admissions Appeal Code, which will meet on a specified date. Information about how to appeal against the refusal of a school place will be provided on request.