



SIXTH FORM

2017/2018 DETERMINED ADMISSIONS ARRANGEMENTS

Bristol Cathedral Choir School (BCCS) is a Church of England Academy faith school within the Diocese of Bristol and this document sets out the Admission Arrangements for the Sixth Form (Post 16) at the school. These are subject to any changes approved or required by the Secretary of State, and will be determined by the governing body every year by the 28th February.

Applications for 6th Form should be submitted by: 4th January 2017

Admission Arrangements for Post 16 Provision

- a. The Governing body is by law responsible for admission to the Sixth Form and will admit up to 110 in Year 12.
- b. The minimum academic entry requirements for both BCCS students and applicants from other educational establishments is 5 GCSEs graded A*-B.
- c. Students currently attending Year 11 at BCCS, who express a preference for a place will be admitted provided they meet the published academic entry requirements and complete the on-line application form on time.
- d. Year 11 students wishing to transfer to BCCS Sixth Form from other educational establishments must complete the on-line application form by the published deadline.
- e. A Published Admission Number (PAN) applies to the entry of students from other educational establishments. This is the minimum number of external students who will be admitted, provided they meet the published academic entry requirements.
- f. The PAN for September 2017 is 25. Governors may seek to admit more external students at their discretion, up to the Year 12 intake of 110.
- g. Where the Sixth Form is oversubscribed, and after the admission of pupils with an Educational Health Care Plan (formerly known as a Statement of Special Educational need) where BCCS is named in the plan, applicants will be considered against the oversubscription criteria, **in order**, as set out below:
 1. **Oversubscription Criteria**
 - a. Highest priority is given to 'looked after children' and all previously looked after children. A 'looked after child' is a child who is in the care of a local authority or 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. This will include children who were previously looked after but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianships order immediately following having been looked after. (Child arrangements orders replace residence orders and any resident order in force prior to 22nd April 2014 is deemed to be a child arrangements order. Special guardianship order as defined in s.14a of the Children's Act 1989 as an order appointing one or more individuals to be a child's special guardian/s.)

- b. Students who, on the date of admission, will have a sibling on roll at BCCS (Year 7 to Year 11 and including Year 12) and who meet the minimum academic entry requirements. The term "sibling" means a full, half, adopted, step brother or sister, but not cousins or other family members. A sibling must be living **permanently** with the applicant at the same address at the date of their admission to BCCS. BCCS may require proof of relationship and/or proof of residence.
- c. Students for whom it is essential to be admitted to BCCS because of special circumstances to do with significant medical or social needs and who meet the minimum academic entry requirements. The application will need to be supported by a letter from a hospital consultant, social worker or similar professional. The information should demonstrate why "Bristol Cathedral Choir School is the only school that can meet the student's needs".
- d. Students who are sons / daughters of serving employees of BCCS and who meet the minimum academic entry requirements. This will include all teaching and non-teaching staff, full and part-time working 28 hours or more per week during term-time and who have been employed permanently at the school for two or more years at the time at which the application for admission to the school is made, and/or where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- e. The remaining places will be allocated by random allocation to those living in any of the following postcode areas, provided that they meet the minimum academic entry requirements: BS1 to BS11, BS13 to BS16, BS20 to BS25, BS29 to BS32, BS34 to BS37, BS40, BS41, BS48 and BS49.

Where places are still available these will be allocated by random allocation to those applicants living outside of the above areas, provided that they meet the minimum academic entry requirements.

2. Admission Timeline

- a. BCCS will publish, at the beginning of the academic year prior to admission (e.g. September 2016 for those seeking admission in September 2017) specific criteria in relation to minimum entrance requirements for the range of courses available including GCSE grade requirements or other measures of prior attainment. These criteria will be the same for internal and external applicants.
- b. **Tuesday 18th October and Tuesday 8th November 2016** – Sixth Form Open Events and Subject Fair, with a presentation by the Principal and Head of Sixth Form.
- c. **4th January 2017** – date for **all** Sixth Form Application Forms to be submitted by (BCCS Year 11 students and applications from Year 11 students of other educational

establishments).

- d. **Late February/early March 2017** - all external applicants will be invited to attend an informal meeting to discuss appropriate options and courses. This does not form part of the decision making process whether a place is offered.
- e. **Easter 2017** – applicants receive confirmation of subject choices based on curriculum availability.
- f. **August 2017** – GCSE results day. Evidence required of academic grades attained.
- g. **By end of August 2017** – Confirmation of place.
- h. **September 2017** - Induction Day – enrolment.

3. Operation of Waiting Lists

Students who have applied on time and meet the published academic entry requirements and who are unsuccessful in securing a place will be entered onto a waiting list. Should places become available before the start of the academic year, these will be offered in accordance with the oversubscription criteria.

4. Late Sixth Form Applicants

Bristol Cathedral Choir School defines a 'late sixth form applicant' as one that arrives after the published date for submitting applications. Late applications will only be considered after GCSE results day in August and if there are still places available before the start of the academic year, these will be offered in accordance with the oversubscription criteria.

5. Arrangements for the Independent Appeals Panel

There will be a right of appeal to an Independent Appeal Panel for unsuccessful applicants to BCCS whether internal or external. The arrangement for appeals will be in line with the School Admissions Appeals Code published by the Department for Education.

Registered Address

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