



Living and learning together as a Catholic community in Christ.

Religion reason and kindness are at the heart of our ethos through education.



ST MICHAEL'S CATHOLIC COLLEGE **St Michael's Catholic College Sixth Form Admissions Policy 2017**

As a Catholic college our mission is to allow the Holy Spirit, or ‘spiritual’, to articulate all that takes place here. Indeed, it is our faith which gives shape and meaning to our educational Christian ministry, so that pupils feel valued and loved, while reconciliation is at the heart of all our human relationships. Spiritual, moral, social and cultural values are central to the college’s mission. Our philosophy therefore is that the college is shaped by people who:

- Learn together in a Catholic community
- Aspire to academic excellence and success
- Believe that there are no limits to a child’s potential
- Provide opportunities and challenges to encourage confidence, self-esteem and nurture individual talent
- Promote a love of learning; a love of Christ and finally a love of each other



St Michael's Catholic College

A Rigorous Learning Community

**ST MICHAEL'S CATHOLIC COLLEGE (SECONDARY MIXED)
A BUSINESS AND LANGUAGE COLLEGE**

SIXTH FORM ADMISSIONS POLICY for Admission in 2017

St Michael's Catholic College is an 11-19 voluntary aided College in the trusteeship of the Diocese of Southwark. As an academy, the college is run by an Academy Trust and Board of Directors. The college admission policy reflects the college mission and its particular aim to provide a distinctive education for Catholic students who wish to pursue their sixth form education in a Christian environment as well as non-Catholics who are willing to support the religious ethos of the college.

Having consulted with the Local Authority and other admission authorities, the Governors intend to admit into Year 12, in the school year which begins in September 2017, up to 125 per year group. Of these places, 90 are guaranteed for internal candidates and 35 are available for external candidates with reference to the entry requirements set out below. Students who are already at the academy do not formally apply to the sixth form. Following the meeting to provide information, advice and guidance, students may transition to the sixth form as long as they meet the academic requirements as detailed below. The academic entry requirements are the same for internal and external applicants.

1 Entry Requirements

1.1 5 A*-B grade GCSEs in 5 separate subjects to follow level 3 courses at A level and level 3 OCR National/Diploma courses. (These courses will be classed as two subjects). Individual subjects also have specific entry requirements and to be enrolled onto courses, students will need to meet these criteria. All students are required to have a grade 5 or equivalent in both English and Maths to study any level 3 qualifications within the college.

1.2 Students with a minimum of 5 D-G grades may follow level 2 courses where these are offered. The availability of these subjects will depend on the number of students who apply for whom these courses are appropriate.

1.3 Any student embarking on Advanced Level courses who has not achieved a level 2 (GCSE or equivalent) qualification in Mathematics or English (at level 4 or above) will be required to continue study of these subjects with examinations in the November or June of Year 12.

1.4 Entry to Year 13 from Year 12 is dependent on success (grade E or above) in all three A level subjects which will continue to be studied into Year 13. Where this is not achieved, students will be supported onto BTEC courses or equivalent.

1.5 All students entering into year 13 will have undertaken their year 12 at St Michael's.

2 Admissions Criteria

The college welcomes applications from all students aged 16 – 19. Where the college is oversubscribed, meaning that it has more applications than the number of places it has available in any one year, the following priority will be given to external applications:

- i. Looked after Catholic children or looked after children in the care of Catholic families and previously looked after Catholic children who have been adopted or who have become the subject of a residence or guardianship order who meet the academic entry requirements.
- ii. Other Catholic applicants who submit their application by the given deadline and who meet the academic entry requirements.
- iii. Other looked after children and other previously looked after children who have been adopted or who have become the subject of a residency or guardianship order and who meet the academic entry requirements.
- iv. Other applicants who wish to pursue their education in a Christian context, who support the Catholic ethos of the college and who submit their application by the given deadline and who meet the academic entry requirements.

In the event of oversubscription in any of the above categories, as long as all students meet the academic entry criteria by subject then priority will be given to students who firstly have a sibling attending the college and following that by students who live nearest to the college.

3 Application Procedures and Timetable

3.1 An application form issued by St Michael's Catholic College must be completed and returned by the parents/guardian in person to the Sixth Form Admissions Secretary, St Michael's Catholic College, Llewellyn Street, Bermondsey, London SE16 4UN by the due date is Friday 18th November 2016. Since the application requires grade predictions so that we are reliably able to advise and guide students, it

will need to be accompanied by a valid school or college stamp or covering letter, confirming the accuracy of those predictions.

3.2 Following the submission of application forms and depending on the places available on specific courses and the overall number of places available, students will be invited for an information, advice and guidance meeting to ensure that the college is able to meet their academic needs. For external applicants, the decision to invite for an information, advice and guidance meeting will be based on our priorities for admission, which will be considered alongside information contained on the application form (predicted grades). Where students have submitted applications by the published deadline, we will endeavour to inform those who have not met our admission criteria in writing, by the end of December 2017.

3.3 The purpose of the advice and guidance meeting will be to discuss the courses applied for and the areas of interest of the student. As the College places great emphasis on the partnership between College and home, parents/guardians are strongly requested to attend the meeting.

3.4 Successful applicants will be made an offer of a place in order to study specified courses. These will be the courses agreed at the interview. The offer will be subject to meeting the entry criteria for the course. The College will endeavour to support subsequent requests for subject changes but this cannot be guaranteed.

3.5 Students will be required to enrol at the College on a specified date, following the publication of GCSE results. Failure to attend enrolment will result in the offer of a place being withdrawn, except where the College has received prior notification in writing.

3.6 Offers of places on all courses are made subject to availability and the constraints of timetabling all of the various combinations requested. The College reserves the right to alter, substitute or withdraw courses/programmes as appropriate.

3.7 Parents will be advised of the outcome of their application by St Michael's Catholic College. Unsuccessful applicants will be advised of their right of an appeal to an independent appeal panel.

3.8 For successful applicants a conditional offer will be made dependent only on achieving the grades required for the courses applied for.

3.9 A further review may take place after exam results are published, (GCSE or GCE AS level), to ensure that students have met the required academic standards for entry into each of their courses. At this stage, students and parents will be required to agree and sign the sixth form code of conduct.

3.10 Applicants and their parents are asked to note that they are required to complete and submit all forms along with documented evidence required. Failure to do so will affect their chances of being fully assessed against the College's oversubscription criteria.

4 Fair access Protocol

The school participates in the Local Authority's Fair Access Protocol to allocate places to vulnerable and other children in accordance with the School Admission Code 2012. Admitting pupils under the protocol may require the school to admit above the planned admission number for the relevant year group.

5 Appeals

Parents and/ or children whose applications for places are unsuccessful may appeal to an Independent Appeal Panel set up in accordance with section 85(3) of the School Standards and Framework Act 1998. Appeals must be made in writing and must set out the reasons for which the appeal is made. Appeals should be made to the Admissions Appeal Clerk at the college address. Parents/Guardians have the right to make oral representations to the Appeal Panel.

6 Timeline for Applications to begin the Sixth Form in 2017:

- 19th October 2016 Sixth form open Evening. Application forms available for download or collection
- Friday 18th November 2016: Application form deadline
- January 2017: IAG meetings
- 21st March 2017: Notification by St Michael's Catholic College of Sixth Form conditional place offers and unsuccessful applications
- 21st April 2017: deadline for appeals. Appeals hearings will commence 10 days from this.
- May 2017: Appeals process ends
- August 2017: Confirmation of exam results and enrolment onto courses. A letter of notification will be sent to those students who did not meet the entry requirements.
- The deadline for appeals for this will be 20th September 2017.
- Appeals hearings will commence w/b 30th October 2017. Decision letters will be sent out within 5 days of this hearing

June 2017

Signed:

Date:

Chair of Admissions Committee

Signed:

Date:

Chair of the Governing Body

Review Date: June 2017