



School Policy

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Excellence at the heart of our community

Sixth Form Admissions Arrangements for September 2016

Applying for a place in the Sixth Form of St. Mark's

St Mark's School Mission Statement

We aim for excellence in everything we do.

We aim to serve our local community by providing a rich and rounded education of the highest quality based on Christian values which promote the dignity of the individual.

We aim to provide our students with the values and skills, which will enable them to take their place in society as caring, principled and successful citizens.

St. Mark's Creed

We are the family of St. Mark's.

We believe in the dignity of every person.

We believe that we should respect one another.

We believe that bullying should not be tolerated.

We believe that everybody should feel safe, secure and accepted.

We believe that together we can make a better world.

We believe that everybody can be great –

And greatness is not about what you have

But who you are.

Person responsible Mr B Ash, Headteacher

Governor's Committee FGB

Review Date November 2016

**The Sixth Form of St Mark's Church of England School, Bath
in partnership with St. Gregory's Catholic College, Bath**

**Sixth Form Admissions Arrangements for September 2016
Applying for a place in the Sixth Form of St. Mark's**

1. Introduction

1. St. Mark's opened a sixth form to Year 12 students in September 2013 providing some places to Year 12 students from outside of St Mark's (see: No. 4 for maximum number for 2016).
2. Students enrolled in Year 11 at St. Mark's will not need to complete the Application Form. Instead, students will express a preference for a place in the sixth form and providing they meet the published examination entrance requirements will automatically be allocated a place.
3. For Year 11 students wishing to transfer to the Sixth Form from other educational establishments, an Application Form must be completed and submitted by the published deadline to the school. Parents and/or students may complete this application form.
4. A Published Admission Number (PAN) applies to the entry of students from other educational establishments (external applications). This represents the maximum number of students who will normally be admitted providing they meet the published examination entrance requirements, and for September 2016 the PAN is **20**.
5. If there are more external applications than places available within the PAN, then every application received on time will be considered and ranked against the oversubscription criteria below. In the first instance, the 20 highest ranked students will provisionally be allocated places. Students who have been formally refused will have their names entered on a waiting list which will be maintained until 31st December 2016 and students will be re ranked.
6. Under the terms of the Trust Deed entered into by the Roman Catholic Diocese of Clifton and the Church of England Diocese of Bath and Wells, all Year 11 students at St. Mark's Church of England School, Bath, and St. Gregory's Catholic College, Bath, have equal access to the sixth form provision (i.e. post-16 courses and facilities at St. Gregory's and/or St. Mark's) established by both schools in a collaboration arrangement, provided they meet the published examination entrance requirements for the courses.

2. Oversubscription Criteria

1. Students in the care of the Local Authority, or who have been previously and are now formally adopted and who have passed the Sixth Form published examination entrance requirement for the courses by the time of admission.
2. Students who are practising members of the Anglican faith and who have passed the published examination entrance requirements by the time of admission. A Supplementary Information Form will be required to be submitted with the application to demonstrate practise of the Anglican faith.
3. Students who are practising members of other Christian organisations and who have passed the published examination entrance requirements by the time of admission. A Supplementary Information Form will need to be completed to demonstrate religious practice.
4. Other students who have passed the published examination entrance requirements by the time of admission.

3. Tie Breaker

A 'tie breaker' will be applied where the Admission Number is reached part way through any oversubscription criterion and there is a need to decide which students meeting this criterion are to be allocated places and which are to be refused. For this purpose places will be determined by the independent drawing of lots by a representative of the local authority.

4. Additional Admissions

On occasion, it may be possible to exceed the PAN and admit additional students from other educational establishments, providing there is a demonstrable demand for the academic courses on offer and there is no other establishment within a reasonable distance providing the same course. Examination requirements for entry must be attained in these circumstances.

5. Entrance Examination Requirements

Level 3 two-year AS/A Level courses: students will be expected to have achieved 5 or more A*-C or equivalent passes at GCSE and have achieved the entrance grade for their chosen subjects specified in the course. Please note that the entrance grade requirements may vary from subject to subject. Students must meet entry level requirements for at least four AS subjects.

Level 2 one -year GCSE or equivalent courses: students will be expected to have achieved a good range of GCSE from A*-G or equivalent. Entry to the sixth form will require students to meet the entry requirements for enough courses to constitute a full-time course of study.

6. Appeals

Parents or students whose application has been formally refused will have the right to appeal against the decision of the Admission Authority. An appeal form and information explaining the application deadline and how to appeal will be enclosed with each decision letter notifying a refused application.

This policy was approved by the full governing body of St. Mark's on **Wednesday 20 May 2015.**