

SIXTH FORM ADMISSIONS AND STUDY POLICY

FOR

Carrickfergus Academy



Version	Date	Revision Author	Summary of Changes
1	JUNE 2018		
2	JUNE 2019	CPN	Admissions Criteria points adjusted
3	August 2020	CPN	No changes
4	May 21	PDG + CPN	Subject specific criteria added – Appendix A
5	Dec 21	CPN	Adjustments to Subject Specific Criteria
6	May 23	CPN + JMY	Inclusion of OCN qualifications
7	Sep 24	CPN + JMY	GCSE points scores clarified. DA Sci + GP criteria adjusted

DRAFT SIXTH FORM ADMISSIONS AND STUDY POLICY

This policy outlines the criteria which will be applied to gain admission into the School's Sixth Form and the demands of subsequent Sixth Form study.

1.0 ADMISSIONS:

In order to be considered for a place in Lower Sixth Form (Year 13) a student must:

(i) have achieved a minimum of 6 GCSE points** (as detailed below) to include a minimum of 3 at A* - C grades (or equivalent) at GCSE. Any student who has not attained a GCSE grade of A*-C in English and/or Mathematics will be required to re-sit these subjects in Year 13 if admitted into the Sixth Form. Such students must agree to attend GCSE English and/or Mathematics lessons as directed by the School.

The GCSE points score will be determined as per appendix A:

- (ii) preferably study a minimum of 2 out of a total of their 3 subjects at the Academy.
- (iii) have satisfied any subject specific criteria, in each subject which they wish to take to AS and/or A2. Please note, our partner schools in the Carrickfergus Learning Community set their own subject entry requirements. Students must ensure they meet the entry requirements set, this information is found in the Carrickfergus Learning Community Subject Choices Booklet.
- (iv) satisfy the Principal on past school record and achievement including attendance, behaviour, commitment to study and punctuality at KS4; A satisfactory attendance rate would be higher than the school average for the previous year.
- (v) where required, attend an interview with a member of Carrickfergus Academy Senior Leadership Team or Sixth Form Team to choose an appropriate course of study including suitable subject choices.
- (vi) Provide evidence of equivalent non-UK qualifications.

**In the case of students whose performance in GCSE examinations may have been detrimentally affected by medical or other problems, the Principal may, in exceptional circumstances, waive any of the admissions requirements. Appropriate documentary evidence, medical, or otherwise will be taken into account. In such a case, the decision of the Principal will be final.

The offer of a place to any student at Sixth Form is at the discretion of the Academy.

It should be noted that occasionally a Sixth Form subject is oversubscribed, in which case, students will be allocated to a course based on overall academic performance as highlighted in the subject specific criteria in Appendix B.

Conversely, where a course is not viable, the School reserves the right not to run that particular course.

Applicants repeating Year 13 or entering over-age, will only be considered for entry following consideration of all other applications from those students completing Year 12 in the year of entry to Sixth Form

Should the number of pupils wishing to return to Sixth Form exceed the school's agreed enrolment number at Sixth Form, pupils will be offered a place in Year 13 based on overall GCSE performance. In the situation that a pupil meets the school's entrance criteria, but their ranking based on GCSE performance places them outside the overall enrolment number, the School will request an increase in enrolment number as set out in Appendix C.

2.0 SIXTH FORM STUDY AND RETURN TO YEAR 14

Requests for possible subject changes must be made by the end of September. Such changes can only be considered if they support the student's career aspirations, space is available in the appropriate class and the student has met any subject specific criteria.

It will be a new experience for most students to have designated Study Periods each week. This time is to enable students to extend their knowledge of their 'A' Level subjects, at the direction of their teachers. Opportunities for enrichment activities will also be available as well as work experience.

There will be continuous academic tracking throughout Year 13. Mock examinations will also be held during the year. Parents / guardians will receive a full report along with progress updates throughout the year.

End of year examinations which are externally assessed and ongoing coursework based assessments as appropriate, will be used to inform entry into Year 14.

All homework and assignments will be integral to the courses undertaken. In some cases, specific targets for improvement will be set with students who are underachieving.

Progression into Year 14 remains at the discretion of the school; however, pupils must attain a minimum of 2 E grades. Students must satisfy the Principal on their attainment, attendance, behaviour, punctuality and commitment to the School. It would be expected that attendance would not fall below 95%. Should this be the case, appropriate documentary evidence, medical or otherwise, will be required to account for this. Students studying A levels or other level 3 qualifications with other schools as part of the Carrickfergus Learning Community must satisfy requirements set by individual schools for return to Year 14.

In certain cases, progression to Year 14 may involve implementation of some of the following strategies:

- a discussion with parents about the best way forward;
- a specific subject support programme will come into operation and be regularly monitored with the expectation of improvement;
- use of subject targets;
- mentoring;
- additional time to support independent work at the end of the school day;
- modules may be identified to be re-taken in Summer of Year 14;
- regular meetings with a teacher mentor to discuss progress and targets.

In a few exceptional cases, where progression to Year 14 is not automatic, it may be possible for students to repeat Year 13 provided that the student will be under 19 years of age on 1st September of the start of their final year of school, that places are available and the Principal, in consultation with the Senior Leadership and the Sixth Form Teams, feels it is in the best interests of the student to do so. Otherwise, failure to meet criteria regarding attainment, attendance and behaviour may mean that students will be unable to return to Sixth Form.

GCSE grades

Appendix A

NI GCSE	6 th Form Points
A*	4
A	3
B	2
C*	1.5
C	1
D	0.5
E	
F	
G	

English Board GCSEs	Equivalent GCSE Grade	6 th Form Points
9	A*	4
8	A	3
7	A	3
6	B	2
5	C*	1.5
4	C	1
3	D/E	0.5
2	E/F	
1	F/G	

BTEC Level 2 Grade	Description	Equivalent GCSE Grade	6 th Form Points
L2D*D*	Level 2 Distinction* Distinction *	A*A*	4
L2D*D	Level 2 Distinction* Distinction	A*A	4
L2DD	Level 2 Distinction Distinction	AA	3
L2DM	Level 2 Distinction Merit	AB	3
L2MM	Level 2 Merit Merit	BB	2
L2MP	Level 2 Merit Pass	BC	2
L2PP	Level 2 Pass Pass	CC	1
L2D*	Level 2 Distinction *	A*	2
L2D	Level 2 Distinction	A	1.5
L2M	Level 2 Merit	B	1
L2P	Level 2 Pass	C	0.5
L1P	Level 1 Pass	E	

Double Award Science	Equivalent GCSE Grade	6 th Form Points
**	A*A*	8
*A	A*A	7
AA	AA	6
AB	AB	5
BB	BB	4
B1	BC*	3.5
C1	C*C*	3
C2	C*C	2.5
CC	CC	2
CD	CD	1.5
DD	DD	1
DE	DE	0.5
EE	EE	

Occupational Studies	Equivalent GCSE Grade	6 th Form Points
2	A	2
D2	A	2
M2	B	1.5
P2	C	1
D1	D	
M1	E	
P1	F/G	

Other subjects	Description	Equivalent GCSE Grade	6 th Form Points
Prince's Trust	Pass	BB	1
OCNNI	Pass	B	1

Subject specific criteria
Appendix B

Subject	Criteria
Art	1 GCSE Art grades A* - B 2 GCSE Art grades C* - C
Business Studies	1 GCSE English grade C or above 2 GCSE Maths grade C or above 3 Studied Business at GCSE either BS or BCS
English Literature	1 Essential: GCSE English grade C or above 2 Desired: GCSE English Literature grade C or above OR GCSE English grade B or above
Geography	1 GCSE Geography grade B or above 2 GCSE Maths grade C or above
Government & Politics	1. GCSE English grade C or above 2. GCSE History or Ancient History or English Literature or Geography or LLW or RE grade C or above
Health & Social Care	1 GCSE English grade C or above 2 If H&SC was studied at KS4 - minimum of L2P
Health & Social Care Double Award	1 GCSE English grade C or above 2 GCSE Science grade C or above 3 If H&SC was studied at KS4 - minimum of L2P
History	1 GCSE History or GCSE Ancient History grade C or above 2 GCSE English grade C or above
ICT	1. GCSE ICT grade C or above 2. GCSE Business Communication Systems grade C or above 3. GCSE English grade C or above 4. GCSE Maths grade C or above
Science: Life and Health	1. Double Award Science grade CC or above 2. Single Award Science grade B or above 3. Double Award Science grade DD or above 4. Single Award Science grade C*
Media Studies	1 GCSE Media Studies grade C or above, OR GCSE English grade B or above and GCSE ICT grade C or above 2 GCSE English grade C or above
Religious Education	1 GCSE English grade C or above 2 GCSE History grade C or above
Psychology	1. Overall points score including GCSE English grade C or above 2. Overall points score including GCSE Maths or Science grade C or above

Sports Studies	1 GCSE PE grade C / BTEC Sport Merit or above 2 For those who didn't do PE at GCSE / BTEC Level a Grade C or above in Science and Grade C or above in English 3 Have shown commitment to school sport by playing on teams or representing their school in competitive events 4 Be a member of an external sporting club e.g. Carrick Rugby Club/Castle Hockey Club
Technology	1. GCSE Technology grade B or above 2. GCSE Technology grade C *OS Construction does not apply for A level Technology entry
Travel and Tourism	1. GCSE English grade C or above 2. GCSE Travel & Tourism grade C or above

In the event of a tie, overall point scores will be taken into consideration.

ADDENDUM TO SIXTH FORM ADMISSIONS CRITERIA

Criteria for all extra places made available by the Department of Education for admission into Year 13 (Sixth Form).

The Department of Education may, in response to a request from a school, increase the number of pupils that the school can admit to its Year 13. Places that become available in this way shall be allocated only to pupils who meet the basic eligibility criteria for Sixth Form study (as set out below) and shall be allocated in the order determined by the criteria to be applied in the order set down.

1. Pupils who have most recently completed Year 12 in Carrickfergus Academy.
2. Pupils from other schools where admission has been agreed and additional places granted by the Department of Education*

*Parents should note how the Department of Education (DE) will, in response to a school's request, temporarily increase a school's enrolment number in order to allow extra post -16 pupils to enrol.

DE will only increase the school's enrolment number if it is content that each external pupil for whom a place is requested would not be able to pursue their post-16 course choices at another suitable school without undertaking an unreasonable journey (i.e. a journey, that by public transport, would be over an hour from where the young person lives or is further than 15 miles distance).

If DE finds that no other suitable school may provide all of the post-16 courses that the pupil wishes to pursue - then DE will agree a school's request for an extra place.