

## SIXTH FORM (YEAR 12) ADMISSIONS POLICY – SEPTEMBER 2024 ENTRY

The Governing Body of Myton School Trust is the admission authority for the school.

We aim to offer a range of academic and vocational qualifications to our Sixth Form students. Our policy is to ensure that the students accepted into the Sixth Form can be placed on appropriate courses where they are likely to succeed and, accordingly, many of our courses have minimum GCSE grade requirements. Students are invited to attend our Open Days to see what we offer.

All Myton School students in Year 11 will be encouraged to apply for the Sixth Form. We also welcome external applications from students wishing to transfer from another institution. Students are asked to select provisional course preferences. This is not a firm commitment, and they will be able to reconsider their options after the GCSE results are published and in light of the school timetable.

### **Admission requirements**

Admission to the Sixth Form will be determined by the Governing Body in accordance with the following criteria which all students must meet:

- A minimum entry requirement of 5 GCSE subjects at Grade 4 or above including in English Language and Maths.
- Subject specific entry requirements, details of which can be found in the Sixth Form Prospectus.

### **Oversubscription Criteria**

The published admission number and the capacity of the Sixth Form (Year 12 and Year 13 combined) is 550. Should the published admission number be reached then admission will be determined in accordance with the following criteria in the order set out below:

1. Looked after children, in accordance with section 22(1) of the Children Act 1989 or previously looked after children who are now subject to a residence order, special guardianship order or adoption order.
2. Straight line proximity of a student's home to Myton School, with those living nearer being accorded priority.

In the event of a tie break, a process of random allocation will be undertaken to determine priority.

### **Applications**

Applications to the Sixth Form should be made by the deadline date and should be made to the Sixth Form Team at [sixthform@myton.co.uk](mailto:sixthform@myton.co.uk). Sixth Form information, how to apply and the timetable for entry are contained in the prospectus available at the Sixth Form Open Evening in November. Application forms are available on our website. Applications received after the deadline date will be treated as late applications and only processed after all on time applications have been processed.

### **Process**

There is no guarantee that a subject that has been advertised will run. If a subject is unable to run we will interview students and hopefully find a suitable alternative.

Students who receive offers of a place, need to take up their offer on results day. All students with an offer of a place, who meet entry criteria for their chosen subjects and enrol by the deadline will have their offer confirmed. Offers will expire at 3pm on results day of the year of entry and places will then be allocated to

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students who have not met the entry criteria for their first choice and wish to change subject, and then to late applicants who meet entry criteria.

### **Waiting List**

Where necessary a waiting list for admission will be held throughout the Autumn term for the year of entry for places at sixth form or for a subject where classes are full. The criteria for academic entry are:

- Myton students who meet entry criteria for their offered subjects
- External applicants who meet entry criteria for their offered subjects
- Myton students who have missed entry criteria in one or more subjects and wish to take up another subject
- External students who have missed entry criteria in one or more subjects and wish to take up another subject
- Late applicants who meet entry criteria

### **Appeals**

Applicants have a right of appeal if refused a place. Further details of the appeal procedure will be provided with the letter explaining why the application has been refused. Appeals against non-admission can be lodged by the parent, student or both.

Consultation Document