



Tiffin School

**Determined Admissions Policy
For
Sixth Form**

**For Entry in the Academic Year
2016 – 2017**

The Admission policy below refers only to entry to Year 12 in September 2016. It is copied from the whole school admissions policy. The whole policy may be found in the Admissions section of the School Website.

Sections 15 to 21 relate to Sixth Form Admissions only

15 Admissions Authority

Tiffin School is an academy and therefore is its own admissions authority.

16 Overview

- 16.1 Students must be 16 on 31 August 2016. Applications for boys outside that age group will be considered according to the individual circumstances of the case; details should be supplied in writing to the Admissions Department at Tiffin School.
- 16.2 The minimum qualification for entry into the Sixth Form is 8 GCSE grades from the qualification list (see Appendix D). This must include a minimum of 5 grade As and 3 grade Bs. The 8 GCSE grades must include a grade B or higher in English Language and Mathematics. The applicant must have a grade A or A* in the subjects he wishes to study in the Sixth Form.
- 16.3 All boys in the current Year 11 at Tiffin School who meet the admission criteria will continue into the Sixth Form, if they wish.
- 16.4 A minimum of 40 places will be filled by external applicants to the Sixth Form; final numbers will vary depending on combination of courses, availability of spaces and the number of Tiffin Year 11 who move into the Sixth Form.
- 16.5 If the student wishes to pursue any of the courses listed in section 19 he must also meet their special course requirements.

17 Application Process for External Applicants

- 17.1 To apply, the applicant should complete the on line application form on the Tiffin School website. Students are entitled to apply in their own right.
- 17.2 All application forms must be completed and returned by 18 December 2015. Competition for places is strong, and late applications might not be considered.

18 Oversubscription Criteria for External Applicants

- 18.1 An applicant who is a looked after child or a previously looked after child (Appendix C) will be offered a place before other applicants, conditional upon them meeting the admission criteria. Applications made under this criterion must be accompanied by details of circumstance and professionally supported evidence (e.g. from a social worker).
- 18.2 For all other applicants, places will be offered depending on the following criteria:
- i) Applicants will be ranked by their average points score for GCSEs from the qualification list (see Appendix D), based upon an assessment of their estimated grades.
 - ii) Subject to place availability on courses, places will be offered to the applicants with the highest average scores. These places will be conditional on the applicant meeting the entry and course requirement in their GCSEs.
 - iii) On offering a place, a meeting with the applicant will be arranged so that subject options can be discussed.

- iv) Those not offered a place, but who are predicted to meet the admissions criteria, will remain on the waiting list and will be able to supply their GCSE results for consideration in August.
 - iii) If places for courses are still available in August, applicants on the waiting list who have met the entry and course requirements will be ranked on their actual average point score for GCSEs from the qualification list (see Appendix D). Places will then be offered to the applicants with the highest average GCSE score.
 - iv) If there is a tie for the final place, the place will be offered to the applicant who lives nearest to the school, using a standard method of measuring home to school distance (see 18.3 and 18.4).
- 18.3 Kingston Schools Admissions (part of Kingston Local Authority), will measure the distances using their computerised Geographical Information System, using the permanent place of residence (see Appendix B).
- 18.4 The starting point is a grid reference point in the home address determined by the address point data supplied by the Ordnance Survey. The home address must be the 'Permanent Place of Residence' of the student as defined by the Local Authority (see Appendix B for further information). Residents of every floor level in a particular block of flats are given an identical start point, regardless of the distance to ground floor level. The end point is measured to the applicant's nearest Tiffin School pedestrian gate (there are two pedestrian entrances, at London Road and Birkenhead Avenue).
- 18.5 In the event of a tie of both score and distance, the place will be allocated by random selection, where a person independent to the school will make the draw.

19 Special Course Requirements:

- 19.1 For all foreign languages, and mathematics, at least a grade A in the relevant GCSE is required.
- 19.2 For all sciences, at least grade A in the relevant science, or at least a grade A in Additional Science, is required.
- 19.3 For students wishing to study all three sciences, having followed a Science and Additional Science Course, grade A* will be required in Additional Science.
- 19.4 For Economics, a grade A or A* at GCSE in English Language or English Literature **and** a grade A or A* at GCSE in Mathematics are required.
- 19.5 For Politics and Government, a grade A or A* in History or English Literature or English Language will be required.
- 19.6 For Music, it is expected that students will have passed Grade 5 theory or General Musicianship before starting the course, and to be of minimum Grade 6 standard on an instrument. GCSE Music is not a requirement for this course.
- 19.7 For Further Mathematics, a minimum of a grade A* at GCSE Mathematics is required, as well as evidence of success beyond GCSE. Evidence of success would normally be a higher level mathematics course, e.g. GCSE Additional Mathematics, AS C1, iGCSE Further Mathematics. If your school does not offer one of these courses, please contact us for further advice.

20 Children with an EHCP (Statement of Special Educational Needs)

20.1 Please contact your SEN case worker or Local Authority for further information regarding the transition to Sixth Form.

21 Appeals

21.1 Parents / Carers and students are able to appeal jointly or separately against a decision refusing a student admission and, where they appeal separately, the appeals will be heard together.