



THE CAVENDISH SCHOOL
(Member of the West Dacorum Partnership for Learning)
ADMISSIONS TO THE SIXTH FORM POLICY

Date approved: December 2016
Date review: November 2017

Purpose:

The purpose of this policy is to ensure admissions are fair and equitable to all applicants. The Cavendish Sixth Form offers AS Advanced Subsidiary, A2 Advanced and Vocational Level 3 courses in a wide range of subjects. In considering applications, the School's aim is to accept the students onto courses on which they can be successful. Evidence for making this judgement has to be an appropriate level of prior academic achievement. See appendix 1 for subject entry requirements.

Relationship to other policies:

This Sixth Form Admissions policy operates in conjunction with other policies, including the Admissions policy and Equality and Diversity policy.

Background to School and Sixth Form:

The Cavendish School is a community school maintained by Hertfordshire LEA who manage the transfer of 11-16 admission to the school in accordance with their published admissions criteria. Admissions to the Sixth Form are the responsibility of the Head Teacher and Governors and applications for admission should be made to the Director of Sixth Form in the first instance. The Cavendish Sixth Form is part of the West Hemel Sixth Form Partnership, this partnership enables a wider range of choice and opportunities within post sixteen education. The aim of the partnership is to share educational expertise and resources throughout the partnership and to promote the highest levels of academic and social development.

Method of Application:

The prospectus and application forms are published in November and are available to all. They can be obtained from the school, via the website:

<http://www.cavendish.herts.sch.uk/sixthform/options1517.html>

They are specifically issued to all members of Year 11 at The Cavendish School, visitors who attend the Sixth Form Information Evening in December, and on request. West Hemel Application form, appendix 4

Information, advice and guidance meetings are set up for prospective Sixth Formers with their parents to provide expert professional support at a critical time of decision.

The deadline for application will be published in the prospectus for each academic year. We are willing to consider applications from students who meet entry criteria but fail to meet the application deadline for any reason. We will not, however, accept late applications to The Cavendish Sixth Form beyond October 1st for each year of entry.

The following criteria and conditions have been developed within the West Hemel Sixth Form Partnership and will be used to admit students to the Sixth Form of all partnership schools:

1. **Minimum Entry Requirements** as detailed in Appendix A
 - a. Full two-year level 3 programme (4 A2 subjects): applicants need to gain an average GCSE score of 50+ (7 new points)
 - b. Full two-year level 3 programme (3 A2 subjects): applicants need to gain an average GCSE score of 40+ (4 new points)

GCSE Grade	Old Points	New Points
A*	58	8.5
A	52	7
B	46	5.5
C	40	4
D	34	3
E	28	2
F	22	1.5
G	16	1

- c. Restricted two-year level 3 programme (3 Level 3 equivalents): applicants need to gain an average GCSE score of 38+ (3 new points)
- d. Level 3 BTEC vocational pathway (3 Level 3 equivalents) applicants will need to gain an average GCSE score of 35 (3 new points)
- e. Individual departments may have specific grade entry requirements for their subjects these should be checked in the latest Sixth Form brochure. (See appendix 1 attached)

Current Year 11: English and Maths the points will be 9-1. All other subjects will have their grades converted to the 'new' points as outlined in the table above.

2. **Priority**

Priority will only be given to “Children Looked After”¹, “Children Previously Looked After”² or “Children in Public Care”³. A “looked after child” or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order ⁴.

3. **Exceptional Circumstances**

The Governors reserve the right to admit any student having regard to individual circumstances.

4. **Course availability**

- a. All courses must have viable numbers in order to run.
- b. Preference will be given to students from the home school who meet the relevant criteria.

Published Admission Number (PAN)

The admission number for each year of the Sixth Form is 200.

Tie-Break Criteria

In the case of a tie-break preference will be given to either:

- a Students with the highest average points score.
- b Students whose subject choices have least effect on the preference of others

Policy for progression from Year 12 to Year 13

Progression from Year 12 to Year 13 is not automatic. Students need to meet specific criteria in order to proceed to A2 study. However, we remain flexible and will judge cases on their own individual merits.

Students are normally expected to be following a minimum of three subjects in Year 13.

Where a student has a D grade or better in the AS examinations for any particular subject, progression is automatic.

If a student has a D or an E, the decision on progression is in the hands of the relevant Head of Department who will consider a number of factors, among them:

1. The target grades for that student (which are based on prior attainment at GCSE)
2. Attainment in other subjects at AS
3. The student's approach during the AS course (attendance, punctuality of work submission, effort, engagement in class)

Students are judged on their own merits in this situation. Comparisons cannot therefore be drawn between students, even if they achieve the same grade in a particular subject.

Students will not be allowed to continue with a subject at A2 if they received a U grade at AS, unless exceptional circumstances contributed to that U grade, such as severe illness or missing an AS module for reasons beyond their control.

Students will not be allowed to 'sit in' in lessons or enter themselves for A2 examination modules in subjects for which they have been refused permission to continue at A2.

Policy for repeating Year 12

Students will only be allowed to repeat Year 12 if there has been a clear reason for under-achievement first time around, such as illness impacting significantly on attendance. Under-achievement in itself is not sufficient reason for being allowed to repeat the year.

Cases will be judged on individual merits and the consent of the relevant Heads of Department is required.

Appendix 1: SUBJECT ENTRY REQUIREMENTS GUIDELINES

Course	Previous study of subject at GCSE		Recommended prior attainment at GCSE	
	Essential	Desirable	Subject	Grade
Art & Design - Fine Art	✓		Art	B
Art & Design - Photography	✓		Art or Design & Technology	C
Biology	✓		Science (Not Applied Science) or Biology Maths	BB/B 5/6
Business BTEC		✓	English Maths	4 4
Business Studies		✓	Business Maths English	B 5/6 4
Chemistry	✓		Science (Not Applied Science) or Chemistry Maths	BB/B 5/6
Computer Science	✓		Maths English ICT	5/6 4 C
Dance		✓	Dance or 3 years experience of Dance/Gymnastics/Martial Arts	C
Design & Technology: Product Design			Graphic Products, Resistant Materials, Textiles, 3D Design.	C
Design & Technology: Textiles			Graphic Products, Resistant Materials, Textiles, 3D Design.	C
Digital Media Level 3 Cambridge Technical Extended Certificate			English	4
Drama & Theatre Studies		✓	English	4
Economics			Maths English	5/6 5/6
English Literature	✓		English	5/6
French	✓		French	B
Geography	✓		Geography English	B 4
German	✓		German	B

Government & Politics			English History	5/6 C/B
Health & Social Care BTEC		✓	English Maths	4 4
History		✓	English	5/6
Mathematics	✓		Maths	7
Mathematics (Core)			Maths	5
Mathematics (Further)	✓		Maths	7/8/9
Music	✓		Music Sing or Play Instrument	B
Physical Education		✓	PE PE Theory Science	C B CC
Physics	✓		Science (Not Applied Science) or Physics Maths	BB/B 5/6
Psychology			English Maths Science	5/6 4 B
Religious Studies		✓	Religious Studies English	C 4
Sociology			English	4
Spanish	✓		Spanish	B
Sport BTEC		✓	English Maths	4 4
Tottenham Hotspur Level 3 BTEC Sport Extended Diploma **		✓	4 A*-C including English or Maths (4 in English & Maths).	

** Students applying for this course will need to pass a trial with Tottenham Football Club
Entrance criteria may vary from school to school – check with your KS5 Leader

Appendix 2: HOW TO CALCULATE YOUR AVERAGE POINT SCORE

Our entry thresholds are expressed in terms of average point score at GCSE. To work this out, add together all the points for your grades (remember that Double Science counts as two subjects), on the basis of:

Grade:	A*	A	B	C	D	E	F	G	U
Points:	58	52	46	40	34	28	22	16	0
New points:	8.5	7	5.5	4	3	2	1.5	1	0

Then divide by the number of subjects.

(Please note that short course (half) GCSEs score at half of these points; e.g. a C grade on a short course is worth 20 points and, therefore, you will divide by your total number of full GCSEs and a half). Please see example 2 below.

You need to do this calculation on your target grades in order to help you to begin to decide the right level of course.

Example (1):

Your target grades are:

Eng. Lang – B, Eng. Lit – C, Maths – C, Double Science – CC, Design Tech – B, French – C, Art – A, P.E. – A, and History C.

The total points for the ten subjects are $46 + 40 + 40 + 40 + 40 + 46 + 40 + 52 + 52 + 40 = 436$

Therefore, $436 \div 10 =$ **An average GCSE point score of 43.6 points**

Example (2):

Your target grades are:

Eng. Lang – B, Eng. Lit – C, Maths – C, Double Science – CC, Design Tech – B, French – C, Art – A, P.E. – A, and short course RE (half GCSE) - C.

The total points for the nine and a half subjects are $46 + 40 + 40 + 40 + 40 + 46 + 40 + 52 + 52 + 20 = 416$

Therefore, $416 \div 9.5 =$ **an average GCSE points score is 43.8 points**

Appendix 3 definitions:

1. A “child looked after” is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social service functions (see definition in Section 22(1) of the Children Act 1989).
2. Priority will be given to children who were looked after, but ceased to be so because they were adopted, or became subject to a child arrangements order or a special guardianship order. Criterion 1 only applies to children who were previously looked after by an English or Welsh local authority.
3. Places are allocated to children in public care according to Chapter 7, Section 2 of the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012.
4. An adoption order is an order under the Adoption Act 1976 (see Section 12 Adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 Adoption orders) Children Act 2002. A ‘child arrangements order’ is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a ‘special guardianship order’ as an order appointing one or more individuals to be a child’s special guardian (or special guardians).

SUBJECTS AND COURSES

The Partnership wishes to offer the following subjects starting in September 2017.

Further information about each course is available from your home school, or for some schools, on the following website: www.ucasprogress.com

Level 3 Courses

Art & Design - Fine Art	German	
Art & Design – Photography	Government & Politics	
Biology	Health & Social Care BTEC (equivalent to 1 A-level)	
Business BTEC	History	
Business Studies	Mathematics	
Chemistry	Mathematics (Core)	
Computer Science	Mathematics (Further)	
Dance	Music	
Design & Technology: Product Design	Physical Education	
Design & Technology: Textiles	Physics	
Digital Media Level 3 Cambridge Technical Extended Certificate (equivalent to 1 A-level)	Psychology	
Drama & Theatre Studies	Religious Studies	
Economics	Sociology	
English Literature	Spanish	
French	Sport BTEC (equivalent to 1 A-level)	
Geography	Tottenham Hotspur Level 3 BTEC Sport Extended Diploma (equivalent to 3 A-levels)**	

Information correct at time of printing but could be subject to change



The Cavendish School Football Academy

** Students who are interested in joining The Football Academy should attend The Cavendish School Information Evening on 12th January 2017