



Policy: <b>Admissions Arrangements</b>	Last reviewed: <b>Summer 2016</b>
To be reviewed by the Curriculum Committee every 1 year.	C1

### **Admissions Arrangements Policy**

At Durham Sixth Form Centre we strive to be an inclusive post-16 provider offering all students the opportunity to further their education, maximise their potential and successfully take the next steps in life, whether that is higher education, an apprenticeship or employment. Our curriculum is designed to allow students to follow study programmes appropriate to their academic achievements at Key Stage 4 which will ensure their continued success.

In order to enrol at Durham Sixth Form Centre students are expected to have a minimum of 5 A\*-C GCSE grades or equivalent. We also have subject specific entry requirements which will be discussed with students and their parents at interview and upon enrolment. It is worth noting that these requirements are reviewed annually and are subject to change.

#### **Admissions Process**

It is our intention to provide a more personalised approach to the admission process at Durham Sixth Form Centre as the transition from Year 11 to Post 16 study is an important step in a young person's life. It is vital that the right decision is taken both about the place of study, as well as the subject choices. In order to support young people and their parents with this decision we will:

- visit schools across the region, where we are able to do so, to inform young people about our school and our provision
- host two Open Evenings each academic year, one in the autumn term and one in the spring term, to allow young people and their parents to meet with subject teachers and current students
- offer a personalised interview and tour for all applicants at a pre-arranged time within the school day
- organise an Open Day in the summer term for all applicants to experience a real 'day in the life' as a student of Durham Sixth Form Centre prior to enrolment
- enrol students individually following the publication of Key Stage 4 results to ensure that decisions taken are appropriate and in the best interests of all parties at a pre-determined time.

If applicants are successful at the interview stage outlined above they will be offered a place at Durham Sixth Form Centre. All offers are conditional and dependent upon the outcomes of Key Stage 4 examination results. Final decisions about admission and relevant subject choices will be taken during enrolment which takes place at the end of August/beginning of September.

In the case of being oversubscribed the school would refer to Local Authority guidance for sixth form admissions.