

ENTRY TO THE SIXTH FORM OF ST GEORGE'S SCHOOL

We wish to encourage students, who want to meet the challenge of A Levels, to seek entry to the Sixth Form at St George's. The School does not run an "open access Sixth Form"; entry is **conditional** and regular reviews of a student's performance are carried out.

Admission Arrangements for Entry to the Sixth Form in September 2019

St George's encourages pupils to enter the Sixth Form who have decided to commit themselves to the high expectations and academic standards of the School. They will want to support and uphold the School's traditional values and ethos. Sixth Formers will want to be active members of a community which is based on tradition and has an active Chapel life. This will involve weekday Chapel attendance. Many students in the Sixth Form also participate in Sunday worship and lead the School's Christian Union group, "More to Life". Sixth Formers must take part in compulsory games and represent the School if required during the week and at weekends. Loyalty to the School, the Houses and participation in the wide range of extra-curricular activities is a priority and this will be explained at a personal discussion with each internal applicant when A level course choices and career pathways are discussed.

St George's has a long tradition of welcoming applications from students taking their GCSEs at other schools who wish to continue their academic success in a traditional, high achieving school. St George's will be pleased to meet with applicants whose secondary education has not been accredited by GCSEs, such as a curriculum offered at an overseas school or international school.

Boarder applications for Sixth Form places are welcomed. St George's will interview all boarder candidates and expect to meet their parents. Early application for a boarding place is essential, and the School will assess each candidate's suitability as a boarder for Keswick (Girls) House and Crosthwaite (Boys) House.

The School will plan a programme of courses based on the curriculum requirements of existing pupils and places will be offered to applicants from other schools on courses if there are places available.

All entrants must accept the Sixth Form Code of Conduct and sign the Sixth Form Contract as described in the Sixth Form Prospectus.

Admission Numbers

- **Boarding places**
There is an admission number of up to 10 for Sixth Form boarders who satisfy the entry requirements. If there are more boarding places available in each of the Sixth Form years these will be made available to boarding applicants. These places are not transferable to day places.
- **Day places**
There is an admission number of 40 external day places for pupils who satisfy the entry requirements. The School may exceed this number if the preferred courses of study are not oversubscribed and the applicant has met the relevant entry requirements.

Entrance Requirements for Students

- a) All entrants must have a minimum of 5 full GCSEs or equivalent (see Note 1) at grades 9-5, which would include both English (Language or Literature) and Mathematics, and with 3 of their passes at grade 6 or above. Grade 5 passes in two half course GCSEs will be treated as equivalent to one grade 5 pass in a full course GCSE.
- b) All entrants must fulfil subject course entrance requirements as specified in the Sixth Form Prospectus – parents and students must read the Prospectus carefully to see the exact requirements for individual subject entry.
- c) All entrants must apply to study at least 3 A level subjects.
- d) All coursework or controlled assessment deadlines or requirements in GCSE courses followed in Year 11 must have been met, and unless their school had agreed to "disapplication" for a subject entry, all GCSE courses followed must have been satisfactorily completed, including attendance at practical and oral examinations.
- e) St George's pupils must have fulfilled their Sunday attendance commitment during Years 10 and 11 as evidenced by their attendance record kept by the Head of House.

- f) St George's students who wish to apply to be enrolled in the 6th form without meeting all of requirements a-e, can be considered but such applicants can only be offered places if there is very compelling other evidence which satisfies the school that they can and will cope with the 6th form curriculum and expectations of St. George's

It should **not** be expected that the School will allow students to repeat Year 11 if they have not achieved good GCSE grades.

Meeting the requirements of any course is no guarantee that the applicant will automatically be offered a place on his or her preferred choices.

Enrolment into Sixth Form at St George's school closes at the end of the first full week of Autumn Term. After this time all outstanding offers will be withdrawn.

In the event of over-subscription at St George's:

If, **on course registration day in September**, there are more applicants who satisfy requirements a) to e) inclusive, or who satisfy (f), than there are places available, the following tie-break rules in the given order will be applied.

1. Students who are a child looked after or were previously looked after (please see note 2 below)
2. Students who are already on roll at St George's
3. Students who are a child of a member staff (please see note 3 below)
4. Students with a sibling at the school as a day pupil at the time of application to the Sixth Form (please see note 4 below)
5. Students who previously have at any time had a sibling at the school as a day pupil (please see Note 5 below).
6. Students who can prove that they have particular medical or social reasons which makes the Sixth Form at St George's School uniquely well suited to the applicant (please see note 6).
7. The applicant whose normal residence is closest to the School as measured by Hertfordshire County Council (please see note 7)

Should a parent or student wish to apply to be enrolled in the 6th form without meeting all of requirements a-e, this can only be considered once all qualifying applicants down to and including tie-break 7 have been offered places. Such applicants can only be offered places if there is capacity for them, and if there is very compelling other evidence to satisfy the school that they can and will cope with the 6th form curriculum of St. Georges.

Note 1

The school will determine which grades in which qualifications count as appropriate equivalents. The school will accept a Certificate of Comparability from UK NARIC when making its determination.

Note 2

A 'child looked after' or a child who was looked after, but ceased to be so because they were adopted, or became subject to a child arrangements order or a special guardianship order. A looked after child 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 services functions (section 22(1) of the Children Act 1989). Child Arrangements Order - under the provisions of the Children and Families Act 2014, which amended section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders which settle the arrangements to be made as to the person with whom the child is to live. Special guardianship order – under 14A of The Children Act 1989, an order appointing one or more individuals to be a child's special guardian or guardian. Children in the process of being placed for adoption are classified by law as children looked after providing there is a Placement Order and the application would be prioritised under Rule 1.

Note 3 - A member of staff is defined as a person who has a permanent contract of employment with the Governors/Academy Trust of St George's School at the time of application, and qualifies in the following circumstances:

- (a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, or
- (b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage

Note 4 - A "sibling" means the sister, brother, half brother or sister, a child looked after or previously looked after, or child of the parent or partner, and in every case living permanently in the same home for at least four nights of the school week at the time of this application. This definition of sibling does not include cousins.

A sibling link will not be recognised for children living temporarily in the same house, for example a child who usually lives with one parent but has temporarily moved or a looked after child in a respite placement or very short term or bridging foster placement.

If a place is obtained for an older child following use of information assessed by the school as fraudulent or willfully misleading, there will be no sibling connection priority given to subsequent children from that family.

Note 5 - The definition of "sibling" is the same as note 4 above. The sibling must have been a day pupil at the school for three years or more and the applicant must have been living for the whole of that three year period at the same address for at least four nights of the school week. The integrity of this connection must be verifiable using the record as held on the school's management system.

Note 6 - Documentary evidence from a medical consultant, social worker or other related sector professional that shows St. George's School as uniquely well suited for the applicant will be required if applicants wish to be considered under this rule. A Governors' Admissions Panel will determine whether the evidence provided is sufficiently compelling to meet the requirements of this criterion.

Note 7 – The child's normal residence is considered to be the one at which he or she spends at least four nights of the school week. Measurements are made by Hertfordshire County Council who use a specialist software package to calculate them. The definition of home-school measurement corresponds to the one used by Hertfordshire County Council in the County's admission arrangements and application literature. It is a straight line distance measurement. The measurement is taken from the address point of a child's house to the address point of the school. Address point data is provided by Addressbase premium data.

If the main address has changed temporarily, for example where a family is renting a property on a Short Term Tenancy Agreement (12 months or under), then the parental address remains that at which the parent was resident before the period of temporary residence began unless it can be shown that all ties to the previous address have been relinquished, or that the move is not easily reversible. The Governors may refuse to base an allocation on an address which might be considered only a temporary address. This will include if the address where the child resides is part of an informal or private fostering arrangement, care by close family, or friends and family care, where the supervising adult has no legal parental responsibility for the child.

Every child entered onto the HCC admissions database has an individual random number assigned between 1 and 1 million, against each preference school. When there is a need for a final break the random number is used to allocate the place, with the lowest number given priority.

Children of UK service personnel (UK Armed Forces) - For families of service personnel with a confirmed posting to their area will be able to use address for consideration of the application, even if the child is yet to take up residence, if accompanied by an official government letter which declares a relocation date and a Unit postal address or quartering area.

Specific requirements for BOARDING students:

- Boarders in Year 11 must have paid all outstanding fees before they may return (either as a Day or a Boarding student) in Year 12.
- Students who are offered a place in the Sixth Form as a Boarder must pay a deposit as set by the Governors. This must be paid within two weeks of the offer to confirm their acceptance of the place, or the place will not be held. This deposit will be refunded if a student fails to satisfy the academic requirements of their chosen course.
- Boarding applicants, whether internal or external, must have a good discipline record and be suited to Sixth Form Boarding. Failure to accept the rules and guidelines of the Boarding community may result in the place being withdrawn.
- Once admitted to Boarding, fees must be paid on time, or the place may be forfeited.

Right Of Appeal

If an application is refused there is a statutory right of appeal to an independent committee. Any places given on appeal are in addition to places offered up to the published admission limit. For further information applicants should email the appeals team at school.appeals@hertfordshire.gov.uk.

Note on multiple births

In the sixth form admission process, each applicant applies in their own right. No priority is given to twins or siblings of multiple birth on the basis that one twin or sibling of multiple birth has been allocated a place through this process.