

HELLASTON ACADEMY

Swarkestone Road, Chellaston, Derby, DE73 5UB
Tel: 01332 702 502 Web: www.chellaston.derby.sch.uk
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Headteacher: Mr D Leese



Chellaston Academy Sixth Form Admissions Policy

1. Introduction

Chellaston Academy Sixth Form is committed to providing high-quality post-16 education and ensuring fair and transparent admissions procedures for all applicants. This policy outlines the criteria and process for entry into Year 12 (16–19 study) for internal and external applicants. This policy should be read in conjunction with the Chellaston Academy general admissions arrangements and the Sixth Form prospectus.

2. Scope

This policy applies to all applications for admission into Chellaston Academy Sixth Form for Year 12 entry in September. It covers entry requirements, application procedures, oversubscription arrangements, and the process for appeals.

3. Entry Requirements

3.1. General Academic Entry Criteria

To be considered for admission to Chellaston Academy Sixth Form, applicants must have achieved:

- **A minimum of 5 GCSE passes at Grade 4 or above**, including **English Language and Mathematics**.

Applications that do not meet this minimum academic requirement may not be considered unless there are exceptional circumstances which are considered on an individual basis by the Head of Sixth Form.

Applicants who have not attained Grade 4 or better in English Language and/or Mathematics at GCSE will be required to re-take the course during their Post 16 study up until the point at which a Grade 4 or better is attained. These are the only Level 2 options available to Post-16 students at Chellaston Academy.

3.2. Course-Specific Entry Requirements

In addition to the general entry criteria above, applicants must meet **subject-specific requirements** for the courses they wish to study. These requirements will be published in the Sixth Form prospectus and may vary between A-Level, BTEC, Cambridge Technical, or other Level 3 qualifications.

- For example, some subjects may require a **Grade 6 or above** in the relevant GCSE (or equivalent) subject to enrol on the chosen A-Level course, while others may require a **Grade 5**.
- Students wishing to study **four A-Level subjects** should normally have achieved the equivalent of **Grade 8–9 across all GCSE subjects**.

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Students are advised to consult the published **course requirement pages in the prospectus** during the application process and to attend the Sixth Form Open Evening to speak to subject specialists and existing students.

Chellaston Academy Sixth Form reserves the right to withdraw a course. This may be necessary if, for example, there are insufficient numbers of students or unforeseen circumstances.

4. Application Process

4.1. Application Submission

- Applications open in **October** preceding entry in September. All admissions are completed on the Applicaa website.

4.2. Supporting Information

All applicants must provide:

- Predicted or actual GCSE grades
- A reference from their current school
- Course choices

4.3. Deadlines

Applications must be submitted by the published deadline. Late applications will be considered after those received on time, subject to availability.

5. Selection and Confirmation

5.1. Offers

Conditional offers will be made based on predicted GCSE performance, a student's reference, and subject availability, subject to meeting both the **general entry requirements**.

Some students may be invited to interview to discuss their application.

5.2. Enrolment

Enrolment happens following GCSE Results Day in August. This is completed through the Applicaa website.

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Places will be confirmed once:

- Final GCSE results are received
- Minimum entry requirements and course prerequisites are met

6. Oversubscription

Where the number of eligible applications exceeds the capacity of the Sixth Form (400 overall) or a specific course:

1. Priority is given to applicants meeting all academic entry requirements and subject criteria.
2. Other factors (e.g., looked-after children, students with an EHCP naming Chellaston Academy, chronological order of application) may be used in line with the school's overall admissions arrangements.

This policy does not guarantee a place for all applicants who meet the minimum entry requirements.

7. Appeals

Applicants refused entry have the right to appeal to an independent appeals panel. Appeals should be submitted in writing within the timescale specified in the refusal letter and sets out the grounds for appeal.

8. Review of Policy

This policy will be reviewed at least annually to ensure compliance with current legislation and practice, and published on the academy's website with admissions information.