Caterham High School: Sixth Form Admissions Policy

Caterham High School will accept applications from children, or from their parents, on behalf of students, who will be above compulsory school age by September 1st.

Each year the school will publish a Sixth Form prospectus stating the possible/expected range of courses and entrance requirements.

All applicants will be required to meet the general entry requirements to the school.

Any meetings, or other events organised by the school are for the purpose of offering advice and completing administration. They do not constitute part of a selection process.

Should a particular programme of study be oversubscribed, the following criteria will be applied in order of priority:

1. Looked after children, that is children who are in the care of local authorities as defined by section 22 of the Children Act 1989, subject to meeting the specific entry criteria for their chosen programme of study
2. Internal Year 11 students subject to meeting the specific entry criteria for their chosen programme of study.
3. External applicants subject to meeting the specific entry requirements for their chosen programme of study.

Should admission to the Sixth Form be refused, applicants will be provided with details of the statutory appeal procedure.

General Requirements:

- Students must be legally entitled to reside in the UK in order to obtain free sixth-form education.

- Students may not commence courses after their 18th birthday.

- Students must complete the applications procedure by submitting an application form and attending such events as are required for administration and induction.

- Places will be available for students applying from other schools. This number may vary.
• Where there are more external applicants than places available, applicants will be ranked according to their predicted grades. Should a tiebreak be necessary, priority will be given to applicants based on the shortest measured walking distance from the child’s home to the main entrance to the school as measured by the Authority’s geographic measuring system.

• Conditional offers will be based on an applicant’s predicted grades and admission will be based on the actual grades attained.

• Students who wish to continue to a second or third year of study, must first obtain the expected passes required for continuation. Students who fail to do so may apply to retake a year, if places are available in specific subjects or programmes. Application forms for these places will be made available in August.

Subject specific requirements:

• Individual programmes of study may also have specific entry criteria as detailed in the sixth form brochure. These requirements may be modified where students have evidence of particular talent in the area they wish to study.

• If individual students meet the criteria for subjects, but are unable to join a particular course because it is oversubscribed, then they will be permitted to take up places on other subjects, which are not oversubscribed.

• If spare places are available in specific subjects after all suitably qualified applicants have been admitted, then the school may exercise discretion in making some places available to students who have narrowly failed to achieve entry criteria due to genuine disadvantages, such as being ill, or changing schools in the run up to GCSE exams.