



Sixth Form Admissions Policy 2018/2019

(For September intake 2018)

**Determined on: 03/02/17
Next Review: September 2018**

**St Peter's Catholic School
Horseshoe Lane East, Guildford, Surrey, GU1 2TN**

Admissions Tel: 01483 534654
Admissions Fax: 01483 306571
Admissions Email: sixthform@st-peters.surrey.sch.uk
School Website: www.st-petersschool.co.uk

Age range: 11 - 18
Expected number on roll in September 2018: 1125

ADMISSIONS POLICY

St Peter's is a Voluntary Aided Catholic Secondary School, catering for students aged 11 – 18, and was established by the Catholic Diocese of Arundel and Brighton. The governors aim to offer a Catholic education and the ethos of this school is founded on the Catholic faith.

The governors ask all parents/carers applying for a place here to respect this ethos and its importance to the school community. This does not affect the rights of parents/carers who are not Catholics to apply for and be considered for a place. We welcome applications from those of other denominations and faiths, or of none.

We encourage students and their parents to visit the Sixth Form in order to find out more about how we work and the education that we offer. If you would like to visit and discuss entry please telephone our Sixth Form Co-ordinator on 01483 484993.

The school has an agreed capacity of **175 students** in Year 12. The Published Admissions Number (PAN) for external applicants is **25**. If capacity allows additional spaces maybe offered above PAN.

Internal applicants will automatically progress onto Sixth Form as long as they meet the minimum grade entry requirements and a suitable course is available to them.

YEAR 12 ENTRY REQUIREMENTS

To choose any of the following options:

- A Levels
- Combination of BTEC and A Levels
- BTEC only

The entry requirement is five individual GCSE grades A* – C or numerical grade equivalent in any subject, including English and Maths. Students must additionally meet the individual subject specific criteria as published in the Sixth Form prospectus.

PROCEDURES FOR ADMISSION

External students are required to complete a formal application and this must be submitted before the published closing date. A meeting will be conducted in the spring term with all applicants to discuss options and courses but that this meeting does not form part of the decision making process with regards to admissions.

Governors will assess all external applicants in order of priority for admission under the Sixth Form Admissions Policy. The governors are the admissions authority for the school and are responsible for deciding the order of priority for admissions to the school.

Once the criteria have been applied, a maximum of **25** external students will be made a provisional offer, subject to meeting the entry requirements for their programme of study by 1st September on Year on Entry. A waiting list will be formed if the number of applications exceeds **25**. Students will enrol on their courses in September once they have met the terms of their provisional offer.

If there are more than **25** external applications received who all meet the minimum entry requirements, those external places will be allocated according to the following categories, proportions and priorities in line with the Diocesan and Catholic Education Service Policy, statutory regulation and guidance:

1. **Catholic looked after or previously looked after children**
2. **Catholic children who have exceptional medical, social, compassionate or family needs**
3. **Other Catholic children**
4. **Other looked after or previously looked after children**
5. **Children of other faiths**
6. **Any other children**

DEFINITIONS

Looked After Children

'Looked after children' are children who are registered as being in the care of the LA or provided with accommodation by a LA in accordance with Section 22 of the Children Act 1989(a) e.g. fostered or living in a children's home, at the time an application for a school is made. *'Previously looked after children'* means such children who have previously been in the care of a LA or provided with accommodation by a LA in accordance with Section 22 of the Children Act 1989(a) and who have left that care through adoption, a 'child arrangement order' (in accordance with Section 8 of the Children Act 1989 as amended by the Children and Families Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989).

Baptised Catholic

'Baptised Catholic' describes a member whose Church of Baptism is 'in communion with the See of Rome'. The Catholic Church comprises within it the Latin Rite (Roman Catholics) and Catholics from the Eastern or Oriental Rite. This will be evidenced by a Certificate of Baptism in a Catholic Church or a Certificate of Reception into Full Communion with the Catholic Church.

<u>Eastern or Oriental Rite Catholic Churches in Full Communion with Rome</u>	
ALEXANDRIAN	Coptic, Ethiopian (Gheez)
ANTIOCHIAN	Malankrese, Maronite, Syrian
ARMENIAN	Armenian
CHALDEAN (EAST SYRIAN)	Chaldean, Syro-Malabar
CONSTANTINOPOLITAN (BYZANTINE)	Albanian, Belarusian, Bulgarian, Georgian, Greek (Hellenic), Greek-Melkite, Hungarian, Italo-Albanian, Krizevci, Macedonian, Romanian, Russian, Ruthenian, Slovak (Greek), Ukrainian (Greek)

Note 1. Eastern Orthodox Churches, including the Coptic Orthodox, Greek Orthodox and Russian Orthodox Churches, are NOT in full communion with the See of Rome.

Note 2. Ordinariates are members of the Latin Rite

Note 3. Anglicans describing themselves as 'Anglo Catholics' are members of the Anglican Communion and therefore not in communion with the Holy See.

Please refer any queries to the Catholic Education Service.

Tiebreaker

If accepting all applications in a particular category causes St Peter's Sixth Form external admissions number in that year group to be exceeded, applicants will be prioritised according to the closest distance from home to school. The distance is measured in a straight line from the address point of the pupil's house, as set by Ordnance Survey, to the nearest school gate available for pupils to use. This is calculated using the Admission and Transport Team's Geographical Information System. 'Home' is defined as the address where the child resides for 50% or more of the school week.