

Holly Lodge High School

Science College



Admissions Policy

September 2017

Date Adopted: _____

To be reviewed: _____

Signed by Governors: _____

Signed by Head Teacher _____

Admissions Policy – Sept 2017

General Principles

Holly Lodge is an 11-18 mixed comprehensive situated in the South Smethwick area of Sandwell. Its Published Admission Number (PAN) for Year 7 in September 2017 will be 280.

The main principle of admission to Holly Lodge is to maintain the character of the school as a comprehensive school, providing for the needs of young persons within the 11-18 age range, who live in the local area.

The school will endeavour to provide places for all pupils whose parents wish them to attend Holly Lodge provided that they can be accommodated within the PAN.

The school participates in the Local Authority co-ordinated scheme and all deadlines within that should be adhered to by all applicants. Offers of places will be made on the basis of information provided on the Common Application Form.

As required by Regulations the school will give first priority to applications on behalf of children in public care (looked after children). Children with statements of Special Educational Needs naming the school must also be admitted. This will reduce the number of places available under the schools PAN for other applicants.

In year admissions

Where there are places in a year group, the school will consider applications for in year admissions based on the criteria below. The school will only consider applications termly. Students wishing to join the school mid- year will only be admitted at the beginning of each academic term.

The school will continue to work within the LA Hard to Place protocol and will admit their fair share of children who are allocated through the Hard to Place panel.

Criteria for admission

When applications for admission exceed the number of places available the following criteria will be applied, in the order set out below, to decide which children to admit. These criteria will continue to be used to allocate places should any fall vacant after the initial allocation:

- 1. Children in Public Care (Looked After Children).**
- 2. Children who have an SEN statement, where the school can best meet their needs.**

3. To meet a child's medical needs (recommended and supported by a doctors certificate).
4. Children residing in the local area with a brother or sister (sibling) attending the school at the time of application with a reasonable expectation they will be on role at the school at the date of proposed admission. This includes siblings in the sixth form.
5. Children residing in the local area, priority being given to such children by the shortest Distance from School (see definition below).
6. Children residing outside the area with a brother or sister (sibling) attending the school at the time of application with a reasonable expectation they will be on role at the school at the date of proposed admission. This includes siblings in the sixth form.
7. Children residing outside the area, priority being given to such children by the shortest Distance from School.

Definitions and Further Details

Siblings

Siblings are defined as the following:

- Brothers and sisters who have the same parents and live at the same address
- Half-brothers and half-sisters where one of the parents is the same and the children live at the same address.
- Step brothers and step sisters where the children are related by the marriage of their parents and live at the same address.
- Adopted brothers and sisters living at the same address.
- Children of two unmarried parents living at the same address.

(Proof of sibling link may be required.)

Distance From the school

The measurement used will be a straight line distance from the main entrance of the school on Holly Lane to the main door of the residence, with those living nearest to the school being given priority. Residences with a common front door (e.g. apartments/flats) will be treated equally with the measurement taken to that common front door.

Residence

The residence is defined as the address at which a parent with parental responsibility lives and is the permanent residence of the child for the majority of the school week (Sunday to Thursday night).

Waiting Lists

The parents/carers of students who are unsuccessful in gaining a place in the normal round of applications may write to the Headteacher at Holly Lodge to request that the student's name is placed on a waiting list for a place, irrespective of whether they make an appeal against the decision not to offer them a place. If a place becomes available, it will be allocated from the waiting list according to the Admissions Criteria listed above.

Appeals

Appeals against decisions not to admit a pupil will be heard by the schools Appeals Panel, once a term. The decision will be given to the family within 10 school days following the hearing. If a student is successful in gaining a place through appeal, they will be admitted to the school at the beginning of the next term.

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6th form admissions

Section 1 – General principles

Holly Lodge offers a range of Level 3 qualifications to sixth form students and a number of these require minimum grades at GCSE. Our policy is to ensure that students accepted into the sixth form can be placed on appropriate courses where they are likely to succeed. For this reason all applicants are invited to attend an interview with our staff to discuss the most suitable courses of study.

The sixth form capacity for Year 12 commencing in September 2017 will be 100.

Students of Holly Lodge year 11 will be encouraged to apply for the sixth form. Applications from students wishing to transfer from another school and who meet the relevant entry requirements will be considered if there are places available on the preferred courses of study after allocation has been made to the current Holly Lodge Year 11 candidates. In all cases the same admission criteria and oversubscription criteria will apply (see below). Entry to the 6th form will only be considered for the beginning of the next academic year. Year 13 students who have studied Year 12 courses elsewhere will also be considered at this point.

Section 2 - Definitions and Details

Application Deadlines

Internal and external candidates should apply by the appropriate date stated in the current sixth form prospectus.

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

Entry into Year 13 for external applicants will depend on the requirements for the course for which entry is sought, the availability of a place within that course and the applicant's results from any module taken in Year 12.

Academic requirements

The following guide has been produced to help you make course choices for your education following completion of your GCSEs. Below shows the routes of entry that are available to you and how they relate to one another. Please note these routes are based on your average GCSE point scores.

Please note that all BTEC courses and grades count as one single grade.

I have an average points score of **45** points or above- including a C grade in English Language and Mathematics.



You are allowed to select from all subjects- if choosing any Science course or Mathematics you must still achieve a B grade or above in that chosen subject.

I have an average points score of between **41-44** points- including a C grade English Language and Mathematics.



You may only select **two** from Biology/ Chemistry/Physics & Mathematics if you have a B grade in those subjects if you so wish, plus any two others.

I have an average points score between **39-40** points- including a C grade in English Language or Mathematics.



You may select 3 AS/A2 subjects but not any subject from Biology/ Chemistry Physics & Mathematics. Your choice can include A level and BTEC courses some of which are double awards this would count for 2 courses plus a retake in Mathematics **or** English Language.

GCSE Point Scores

A* = 58 points
A = 52 points
B = 46 points
C = 40 points
D = 34 points
E = 28 points
F = 22 points
G = 16 points

Level 2 BTEC Point Scores

Dis*= 58 points
Dis= 52 points
Merit= 46 points
Pass= 40 points