

**Denefield School**  
**Sixth Form Admissions Policy 2027 - 2028**  
**16-19 Provision (Years 12 and 13)**

**DRAFT – FOR CONSULTATION**

|                              |                                    |
|------------------------------|------------------------------------|
| Approved by Trust Board      | 21 October 2026 (For consultation) |
| Date of next review          | Sept 2027                          |
| Review cycle                 | Annual                             |
| Policy control sheet updated | Yes                                |
| Type of policy               | Statutory                          |
| Policy owner                 | Headteacher                        |
| Location of policy           | Website                            |

## **Admissions Policy for Denefield Sixth Form 2027/2028 16-19 Provision (Years 12 and 13)**

### **Introduction**

Denefield School is an 11-18 comprehensive school which aims to provide excellent education for all students. This policy has been approved by the Denefield School Board of Trustees, the body responsible for admission arrangements and decisions. These arrangements cover admissions planned for the academic year 2027-2028.

This policy is for entry to the Sixth Form where applications are made directly to the school; the policy for entry to 11-16 Provision (Years 7 to 11) is available separately.

Further details on how to make an application for entry to the Sixth Form (Years 12 and 13) can be found at: <https://www.denefield.org.uk/page/?title=Sixth+Form&pid=9>

### **Denefield Sixth Form**

We seek to make our Sixth Form an inclusive one where all students flourish. As such we support applications from all students wishing to follow an A Level programme, a blended programme, or a Level 3 vocational programme. Given the academic demands of these courses, we operate academic entry criteria. The Board of Trustees reviews these criteria on an annual basis. Our aim is to make the entry criteria as inclusive as possible, as we believe that students often flourish academically as they move into the greater specialism of post-16 education. Equally, we believe it is essential to have criteria to help students make the most appropriate post-16 choices.

### **Admissions Numbers**

- I. All students in Year 11 at Denefield School who meet the academic entry criteria are entitled to a place in the Sixth Form.
- II. The expected number of students in a year group is 120.
- III. The maximum class size for any A Level subject is 24.
- IV. The maximum class size for any vocational or practical subject is 20.
- V. Where a course is oversubscribed, priority for places will be determined by the order in which completed enrolment forms are received. Students who cannot be accommodated will be placed on a waiting list and offered alternative suitable programmes where available.

### **Admissions Arrangements**

- I. Denefield Sixth Form encourages applications from students currently at Denefield School, as well as students from other institutions.
- II. The academic entry criteria are the same for both internal and external applicants.
- III. All applicants must complete the online application form by the designated date (in January 2027).

- IV. All information relating to applications is contained within the Sixth Form prospectus, a copy of which can be found on the school website.
- V. A Sixth Form Open Evening is held annually (in November) and all potential applicants are encouraged to attend.
- VI. Internal applicants will receive guidance prior to completing their application.
- VII. All applicants will receive a guidance meeting. Meetings are advisory only and do not form part of the admissions decision-making process.
- VIII. The school aims to inform applicants whether they have been given a conditional place in the Sixth Form by the end of Term 4.
- IX. Students wishing to study a subject at another institution should indicate this on the application form. Denefield School will facilitate this where possible and no further application is required.
- X. For successful external applicants, a formal acceptance of the offer will be required by the date indicated in the offer letter. Should a student fail to accept the offer by this date, the school reserves the right to withdraw the offer of a place in the Sixth Form.
- XI. All applicants who have been offered a conditional place will be invited to attend the Sixth Form Induction Day (in late June, following the GCSE exams).
- XII. Final confirmation of subject choices will be required once students have received their GCSE results in August.
- XIII. Students must enrol in the Sixth Form on GCSE results day in August.

### **Admission Requirements: Academic Entry Criteria**

- I. Admission to the sixth form will depend upon a student's prior attainment at GCSE.
- II. Places on individual courses may be limited. Where courses are oversubscribed, places will be allocated in accordance with the published admissions arrangements.
- III. Our policy is to ensure that students accepted into the Sixth Form can be placed in appropriate courses where they are likely to succeed.
- IV. Details of requirements will be published in our course prospectus.

The school reserves the right to withdraw courses where student numbers are insufficient or staffing changes make delivery impracticable.

### **Allocation of Places and Oversubscription Criteria**

Where external students meet the admissions requirements, places will be offered in the following order of priority:

- I. Looked After Children and previously Looked After Children
- II. Students with a sibling at the school
- III. Other external applicants

For each category, priority will be given to students living nearest to the school as measured by straight-line distance. Where the distance between two children's homes is the same, random allocation will be used to decide between them.

### **Closing Dates and Late Applications**

All students on roll at Denefield School who meet the published academic entry requirements are entitled to transfer into Year 12. The oversubscription criteria apply only to applications from external candidates.

Late applications will only be considered if places become available at the time of receiving the application. If a place is not available, the application will be held on the waiting list.

### **Waiting Lists**

If we are unable to offer applicants a place based on the details described in this policy, the school will hold a waiting list until 31 October in the year of school admission.

The waiting list will be ranked in accordance with the oversubscription criteria and not by the date the application was received.

Each application is ranked on the waiting list as determined by the oversubscription criteria and, should a place become available, applicants may be contacted.

### **Appeals Process**

Applicants and their parents/carers have the right to appeal to an independent appeals panel against a decision refusing admission.

### **Timeline for Application to Year 12 for admission in September 2027**

| <b>Key event</b>                                          | <b>Date</b>                      |
|-----------------------------------------------------------|----------------------------------|
| Open Evening                                              | Thursday 19 November 2026        |
| Applications open                                         | Thursday 19 November 2026        |
| Applications close                                        | Friday 8 January 2027            |
| Guidance meetings with Head and Deputy Head of Sixth Form | Late January/early February 2027 |
| Offers made                                               | Term 4 (2027)                    |
| Induction Day                                             | Thursday 24 June 2027            |
| Enrolment on GCSE results day                             | Thursday 19 August 2027          |