THE GREEN SCHOOL
SIXTH FORM

CREATING SUCCESS TOGETHER

THE GREEN SCHOOL SIXTH FORM ADMISSIONS POLICY
2024 - 2025

The Green School Sixth Form is a Church of England Sixth Form Consortium made up of The Green School for Girls and The Green School for Boys.

Our intent is to provide an **aspirational** and enriching education, motivated by our Christian foundation to extend the love of God within a supportive, inclusive **community**, where each person is known, valued and enabled to flourish; to explore and develop their God given talents; to engage with the world of today and to build a resilient and visionary hope for tomorrow rooted in joy, **integrity,** wisdom and compassion.

This policy outlines the requirements for entry into The Green School Sixth Form. The Green School Trust decides the order in which places at the school are to be offered and this document tells you how we do this.

GENERAL

1. The Green School Sixth Form admits students directly into Year 12 at either The Green School for Girls Sixth Form or The Green School for Boys Sixth Form.
2. Courses taught at either The Green School for Girls Sixth Form or The Green School for Boys Sixth Form will be available for students at either Sixth Form as part of The Green School Sixth Form consortium.
3. Further information regarding the full list of courses available can be found on The Green School Sixth Form website: www.tgs6f.com
4. On application students should complete the online application form on The Green School Sixth Form website indicating which school and for which courses they would like to apply.
5. Students at both The Green School for Girls Sixth Form and The Green School for Boys Sixth Form may be taught together as part of our co-educational sixth form offer.

The Green School for Girls Sixth Form

1. The published admission number for The Green School for Girls Sixth Form is 179
2. The final number of places available in Year 12 at The Green School for Girls will depend on the number of students in Year 13 that year.
3. Candidates who are on the roll of The Green School for Girls when they apply (internal candidates) will have priority over candidates who are not on the roll of the school when they apply (external candidates), so the number of places in Year 12 available for external candidates will also depend on the number of students transferring from Year 11 in the school.

The Green School for Boys Sixth Form

1. The published admission number for The Green School for Boys Sixth Form is 300
2. The final number of places available in Year 12 at The Green School for Boys will depend on the number of students in Year 13 that year.
3. Candidates who are on the roll of The Green School for Boys when they apply (internal candidates) will have priority over candidates who are not on the roll of the school when they apply (external candidates), so the number of places in Year 12 available for external candidates will also depend on the number of students transferring from Year 11 in the school.

The Green School Sixth Form

1. Full entry requirements for all courses are available on The Green School Sixth Form website

THE PROCEDURE

a) How to apply

1. Applicants should apply to The Green School Sixth Form using the on-line form on The Green School Sixth Form website www.tgs6f.com
2. Applicants should ensure they select whether they are applying to study at The Green School for Girls or The Green School for Boys.
3. Applicants should select their preferred choice of subjects.
4. Applications must be received before the closing date specified.
5. Applicants are strongly encouraged to visit the school on an Open Evening.

b) Suitability of courses

1. We wish to enrol students on courses in which they will be successful.
2. To help applicants decide which courses are most suitable for them all applicants will be offered an advice and guidance meeting with a senior member of staff at the relevant school before offers are made. This meeting does not form part of the admissions process.
3. In discussion with the applicant on their subject choices, potential career paths, predicted grades and references are explored to advise on the most suitable courses to be offered.

c) Allocating Places

1. Acceptance on individual courses will depend on numbers applying and the capacity for each course.
2. The Green School Trust will consider all applications for admission to The Green School Sixth Form according to the following criteria which will apply in order:

    A. Looked-after and previously looked-after students (students who are "looked-after" by a local authority under the provision of The Children Act 1989)
    B. Students with an Educational Health Care Plan / Statement of Special Educational Needs naming the school.

C. Next we offer places to internal candidates
D. Any remaining places will be offered to external candidates.
E. If two or more of a candidate's chosen courses are full and they cannot be considered for a place in their initial selection of courses suitable alternative courses will be offered.
F. Where two or more candidates have equal qualifications but not all can be accommodated on the available courses, places will be offered based on where the candidates live. We offer to those living nearest the school at the date of application to it, as measured by the shortest walking route. For this purpose, the address of a candidate is the permanent domestic address of the parents/carers. Business addresses are not acceptable. If a candidate does not live with both parents, it is the address of the parent, guardian or carer with whom the student lives permanently or for the greater part of the week. If access is equal then it is the address nearest to the school. Distances are determined using the website www.bingmaps.co.uk and, where it is necessary to differentiate between candidates living in flats using the same entrance, priority will be given to the candidates living closest to the ground floor, and then by ascending floor number.

Please note that the offer of a place is conditional on the student achieving the appropriate GCSE grades in line with the course requirements and minimum entry requirements

d) Late Applications:

Late applications received after the deadline will be considered, but priority will be given to applications received by the deadline. If there are spaces late applications will be allocated following the steps above.

e) Accepting Offers:

Students should confirm whether they will be accepting their conditional offer by the date given.

f) Enrolment:

After they have received their GCSE results students should enrol at The Green School Sixth Form as outlined in their conditional offer. The Trust will provide additional advice and guidance at enrolment if required to ensure students enrol on courses where they will have the greatest opportunity for success.

Offers made at point of enrolment are final and made in accordance with the published entry criteria for each subject/academic pathway.

CODE OF PRACTICE

On entry to the Sixth Form all students are required to read and sign The Green School Sixth Form Contract (also known as the Three-way Partnership Agreement) and the Hounslow Consortium Code of Practice where applicable. Failure to do so and to adhere to the expectations outlined in the Sixth Form Contract and the Code of Practice could lead to withdrawal from the Sixth Form.

SIXTH FORM 16 - 19 BURSARY FUND

1. Any student who is in receipt of Free School Meals is encouraged to apply for the 16-19 Discretionary Fund.
2. Any student who is in care, care leavers, young people in receipt of income support and disabled young people are eligible for the 16-19 Vulnerable Bursary, where they can apply for a maximum payment of £1200
3. Any student who needs financial support will be considered for a discretionary award if they meet the criteria as outlined in the policy.

CASUAL ADMISSIONS

1. It is rare that places become available during Key Stage 5. If they become available by September 30th of year 12, applicants to the sixth form who contact us after the beginning of term will be offered a place providing all entry criteria are met.
2. After that places will only be offered in exceptional circumstances of great need following consultation between the Director of Sixth Form and the CEO/Executive Headteacher.

EXTERNAL STUDENTS WISHING TO REPEAT YEAR 12

This policy does not apply to external students wishing to repeat year 12. Places will only be offered in exceptional circumstances of great need following consultation between the Director of Sixth Form and the CEO/Executive Headteacher.

APPEALS

An Independent Admissions Appeal Panel will be established to hear appeals concerning non-admission to the sixth form in accordance with the provisions of the School Admission Appeals Code.

WITHDRAWAL OF PLACES

The Green School Trust admissions committee reserves the right to make its own enquiries to verify any information supplied by you. If subsequently we find that a place has been offered in reliance on information that was materially incorrect or misleading (e.g. the parental address) and the place would not have been offered if the information had been correct, the Admissions Committee may withdraw the offer. If that happens you have a right of appeal.

Information supplied will be used for registered purposes under the General Data Protection Regulations 2018 and the Data Protection Act 2018