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	2	Academy specific appendices
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Summary of Changes from Previous Version

Version	Date	Author	Note/Summary of Revisions

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ADMISSION ARRANGEMENTS FOR THE 2025/26 ACADEMIC YEAR

Maltby Academy is an academy and member of the Maltby Learning Trust which is its own admissions authority.

The Admissions Arrangements refer only to entry to Maltby Academy Sixth Form in September 2025.

The maximum number of students that can be accommodated in Year 12 is 150, due to the space available in school.

The school accepts external applications for entry to Year 12. (External applicants are students who did not attend Maltby Academy in Years 7-11).

- The school has a Published Admission Number for external applications. (This is the determined number of places available for external students who meet the entry requirements).
- Where there are likely to be more places available for external students due to places being unfilled by existing students, the school will make this clear to applicants at the time of application.

In the event that there are more applications than places available for external applicants the following oversubscription criteria will be used:

- a. Applications from students who are looked after children (or previously looked after child) will be given the highest priority if entry criteria are met.
- b. Applications from students who have an older sibling (brother or sister / stepbrother or sister/child living in the same family home) who is expected to still be on roll in Year 13 on 1st September 2025.
- c. Applications from students who live nearest to the school using a straight line measurement (often referred to as a measurement as 'as the crow flies').
 - i. The distance measurement will be used if there are more applications than places available in category b.

ELIGIBILITY FOR APPLICATION

Applicants must be aged between 16 and 18 on 31st August 2025. Applications for students outside this age group will be considered alongside individual circumstances (see page 6). Both internal and external students are eligible to apply to study at Maltby Academy Sixth Form.

A student will be offered a place at Maltby Academy Sixth Form subject to the following conditions:

- a. The student has met the minimum entry requirement of five GCSE 5 grades, including a Grade 5 in English Language and Mathematics.
- b. The student has met the subject-specific entry requirements for each course (see page 5-6).
- c. The student has demonstrated a commitment to learning.
- d. The student has a good behaviour record.

Please note Applied General Qualifications are undergoing Government reform and in September 2025 will be known as Alternative Academic Qualifications (AAQs). The DfE is expected to release specific information regarding these qualifications in summer 2024.

APPLICATION PROCESS FOR INTERNAL AND EXTERNAL APPLICANTS

The application process is the same for both external and internal applicants. All external applicants who meet the entry requirements will be offered a place at Maltby Academy Sixth Form, and no preference is given to students from any particular secondary school.

Applications to study at Maltby Academy Sixth Form may be submitted after the November Open Evening. To apply, students must submit an electronic application via the Maltby Academy Sixth Form website or through their Form Tutor. Paper applications are available upon request.

All application forms must be submitted by the 14th February 2025. Competition for places is strong, late applications may be submitted but may not be considered. Once an electronic application has been submitted, students will be invited to attend an interview at Maltby Academy Sixth Form. Interviews will begin in January for entry in the following September. Repeated failure to attend a scheduled interview will be considered as withdrawal of an application.

Interviews are conducted to discuss options and courses and do not form part of the decision process on whether to offer a place. Applicants will be assessed on their estimated/predicted GCSE grades.

A student will be offered a place at Maltby Academy Sixth Form subject to the following conditions:

- a. The student has met the minimum entry requirement of five GCSE 5 grades, including a Grade 5 in English Language and Mathematics.
- b. The student has met the subject-specific entry requirements (see page 5-6).
- c. The student has demonstrated a commitment to learning.
- d. The student has a good behaviour record.

If a student fails to meet the criteria above, their application will be rejected or deferred and reviewed later. If a deferred student repeatedly fails to satisfy the criteria above, then their application will be rejected.

Applications from students who are looked after children (or previously looked after child) will be given the highest priority if entry criteria are met, following the School Admissions Code 2014. Applications made under this criterion must be accompanied by details of circumstance and supporting evidence (e.g. from social care).

All students will be expected to register and provide evidence of their GCSE grades by the 6th of September 2025. We will not accept any applications for entry after the 5th of September 2025.

Any student who has registered with another Post-16 provider who wishes to transfer their study to Maltby Academy Sixth Form must gain confirmation from the provider in writing that they are no longer on roll before the 22nd of September 2025. We will not register students until this confirmation is received.

The deadline for Year 12 students to change option choices is the 26th of September 2025. Children with a Statement of Special Educational Needs please contact your SEND caseworker or Local Authority for further information regarding the transition to Sixth Form. Young people have the right to request that Maltby Academy Sixth Form is named in their EHC plan if, after consultation with Maltby Academy Sixth Form, the young person's age, ability, aptitude and SEND are compatible with the resources available.

SUBJECT-SPECIFIC ENTRY REQUIREMENTS

In addition to the minimum entry requirement of five GCSE 5 grades, students must meet the minimum entry requirements for the course they wish to study:

A Levels:

- a. For Art and Design, a minimum grade 6 in GCSE Art (if previously studied). Students may be considered if their portfolio shows potential and you may be asked to complete an independent drawing exercise.
- b. For Biology, a minimum of 2 grade 6s in Combined GCSE Science or all three separate GCSE Sciences. Minimum grade 6 in GCSE Maths.
- c. For Business, a minimum grade 5 in GCSE Business (if previously studied).
- d. For Chemistry, a minimum of 2 grade 6s in Combined GCSE Science or all three separate GCSE Sciences. Minimum grade 6 in GCSE Maths.
- e. For Computer Science, a minimum grade 6 in GCSE Maths and also Computer Science if previously studied.
- f. For Economics, a minimum of a grade 6 in GCSE Maths.
- g. For English Language, a minimum of a grade 5 in GCSE English Language.
- h. For English Literature, a minimum of a grade 6 in GCSE English Literature and a grade 5 in English Language.
- i. For Further Maths, students need to be studying A-Level Maths and have a minimum grade 8 in GCSE Maths.
- j. For Geography, a minimum of a grade 5 in GCSE Geography if previously studied.
- k. For History, a minimum of a grade 5 in GCSE History if previously studied.
- l. For Law, a minimum grade 6 in English Language or English Literature.
- m. For Mathematics a minimum grade 7 in GCSE Maths.
- n. For Media Studies, a minimum grade 5 in GCSE English Language and/or GCSE English Literature. There is no requirement to have taken Media Studies before.
- o. For Modern Foreign Languages, a minimum grade 7 in the language you wish to study.
- p. For Physics, a minimum of 2 grade 6s in Combined GCSE Science or all three separate GCSE sciences. Minimum grade 6 in GCSE Maths. The study of Maths beyond GCSE is strongly recommended and ideally compliments this course.
- q. For Product Design, there are no additional entry requirements.
- r. For Psychology, a minimum of 2 grade 5s in GCSE Combined Science or all three separate GCSE Sciences.
- s. For Sociology, a minimum grade 5 in GCSE English Language and/or GCSE English Literature. There is no requirement to have studied Sociology before.

Applied Qualifications:

Please note Applied General Qualifications are undergoing Government reform and in September 2025 will be known as Alternative Academic Qualifications (AAQs). The DfE is expected to release specific information regarding these qualifications in summer 2024.

- a. For Business, there are no additional entry requirements.
- b. For Criminology, a minimum grade 4 in GCSE English Language.
- c. For Health and Social Care, there are no additional entry requirements.
- d. For IT, students must have an IT related qualification at level 2 of at least a Merit/GCSE grade 5.
- e. For Performing Arts, this course requires all students to be able to perform to a range of audiences. You may be required to attend rehearsals out of your lesson time, as well as support KS3 enrichment.
- f. For Science, a minimum of 2 grade 5s in GCSE Combined Science and ideally a minimum grade 5 in GCSE Maths.

- g. For Sport, experience of GCSE PE or BTEC Sport would be a good advantage to students taking the course, but are not essential.

Students who do not achieve a grade 4 in their Maths and/or English GCSE will be required to re-sit these as a condition of their offer. Further entry tests will be taken in each subject throughout September, these will be used to assess a student's suitability for a course. If we feel that a student has chosen a course that they are unlikely to succeed in, they'll be asked to reconsider their options.

APPEALS

Parents/carers and students can appeal jointly (or separately) against a decision refusing a student admission and, where they appeal separately, the appeals will be heard together by the appeals panel which will comprise of an independent clerk, and at least 3 people from the following categories:

- a. Lay people (someone without personal experience in the management of any school or provision of education in any school (except as a school governor or in another voluntary capacity)).
- b. People who have experience in education, who are acquainted with educational conditions in the local authority area, or who are parents of registered pupils at our school.

Our appeals process will follow the admissions code from the DfE, points 3.2 to 3.9.

The appeals process will allow appellants at least 20 days from the date of notification that their application was unsuccessful to prepare and lodge their written appeal. Appellants will receive at least 10 school days' notice of the appeal hearing and all parties will be given reasonable deadlines to submit additional evidence, for admission authorities to submit their evidence, and for the clerk to send appeal papers to the panel and parties.

Decision letters will be sent within five school days of the hearing.

An appeal must be submitted in writing to the Local Authority.

RE-ENTRY FOR REPEATED YEARS

Readmission to Maltby Academy Sixth Form after Year 13 will only be considered in exceptional circumstances.

If a student wishes to return to Maltby Academy Sixth Form after Year 13, they must submit a formal request to the Principal and the Director of Post-16. Returning Sixth Form students must adhere to all principles and expectations outlined in Academy Behaviour Policy.