

Guru Nanak Sikh Academy

Year 12 Admissions - September 2018

Admission Policy and Procedures



If you require a translation of this document into Punjabi or another other language, please contact the Academy Office on 0208 573 6085.

A copy of this form is available to download from the Academy Website:
www.gurunanaksikhacademy.co.uk

2018-2019 Admissions Policy

Guru Nanak Sikh Academy welcomes admissions to the sixth form, from students of all backgrounds and faiths and so has separate admissions criteria to the rest of the Academy and this is outlined on the Application Form.

Below you can find a summary of the sixth form requirements at Guru Nanak Sikh Academy with further details available in the Course Guide, Prospectus and Application Form.

The Strategic Board of Guru Nanak Sikh Academy is responsible for admissions and has the responsibility to ensure that the admission arrangements are compliant with the Department of Education Admissions Code.

ADMISSION PROCEDURES

Applying for a Place at Guru Nanak Sikh Academy Year 12

Applicants are required to achieve the necessary GCSE grades (see Admissions Criteria) and conditional offers are made subject to their being the capacity in each subject (see Over Subscription criteria). An acknowledgement letter will be sent as soon as possible after receiving the application.

It is your responsibility to check the exact closing date and time for the submission of the application.

Internal students

Students who already attend Guru Nanak Sikh Academy have to complete the Sixth Form Application Form obtainable from the Academy Office.

External students

Students who are applying to Guru Nanak Sikh Academy from another educational institution have to complete the Sixth Form Application Form.

All relevant forms must be returned to Guru Nanak Sikh Academy by Friday 19th January 2018.

It is important that you note the closing date and time for the return of forms. All application forms handed into the Academy Office will be date stamped and the applicants will be given a receipt. This receipt should be kept in a safe place should you need to present it for any appeals.

The Admissions Panel (on behalf of the Governing Body) makes all the decisions about admissions. The Principal does not see any parent in respect of a student's admission to the Academy and cannot discuss any individual application.

Relevant Dates to Note:

- Post 16 Open Event on **October 19th 2017** from 12 noon to 2:30 pm.
- Closing date for applications is **Friday 19th January 2018**.
- Sixth Form Transition Days **Monday 25th June – Wednesday 27th of June 2018**.
- Sixth Form Enrolment and Interviews on **Thursday 23rd August 2018**.
- Deadline for receipt of intention to appeal should be made to Guru Nanak Sikh Academy by **Monday 3rd September 2018**.
- Appeal to be heard during **September/October 2018**.

2018-2019 Admissions Policy

Guru Nanak Sikh Academy 6th Form Admission Criteria 2018-2019

Guru Nanak Sikh Academy welcomes admissions to the Sixth Form both from its own students and students from other schools.

The Governing Body of Guru Nanak Sikh Academy will admit up to 180 students in the Sixth Form.

We admit students to the Sixth Form where academic demands are significantly higher than for GCSE. It is our experience that students who do not meet the criteria below will find the courses difficult and they are likely to struggle to make satisfactory progress. In order to be eligible for entry to the Guru Nanak Sikh Academy Sixth Form, students should have the following qualifications:

- Five or more GCSE subjects passed at grade B/ grade 6 or above.
- Mathematics and English Language GCSE at grade 5 or above.

For applicants who have met the above criteria the minimum entry for A level courses is that the student should have obtained a B grade or level 6 in the subject they want to study at A level. For full details please see the relevant subject area in our sixth form prospectus. These requirements apply to both internal and external students.

Right of Appeal

A student or a parent who is refused an Academy place has the right to appeal to an Independent Appeal Panel.

Numbers

Immediately after the closing date for applications we calculate the number of students who have applied for each subject. The number of groups in each subject is then determined to ensure reasonable size of group. We are constrained by our teaching capacity and the availability of specialist rooms in some subjects. The average size for a group would normally be 20 but may vary according to Health and Safety and curriculum considerations.

Notes

Entry requirements are published online and are available from the Admin Office on request.

The school reserves the right to withdraw courses published in the Sixth Form Prospectus. This may be due to the course being unavailable or due to staffing issues.

The course will be deemed full when, in the view of the school, an additional student on the course would adversely affect the quality of learning of others or would have adverse health and safety implications. The number will therefore depend on the particular subject and the conditions under which it is taught.

Student applications received after the published deadline will be reviewed along with any other 'in year' applications. If there is a vacant place it is allocated by the Admissions Panel according to the Admissions Criteria.

All students who apply to join the Sixth Form must attend a meeting with the Transition and Enrichment Coordinator. The purpose of the meeting is to discuss with the student the expectations of study in the Sixth Form and to discuss the students' choice. It is not an admissions interview and the Transition and Enrichment Coordinator is not on the Governors Admissions Panel.

Students who apply after the published deadline will be placed on a reserve list in date order and will be admitted if places remain on the courses they have chosen, provided they meet the appropriate criteria.

Sixth Form students and their parent/legal guardian/carer will be notified by the Admissions Panel of the Governing Body in writing if they have been accepted or refused a place in the Sixth Form.

Student Guidance

What are we looking for?

The academic entry requirements have been specified above. If you have met the entry requirements we accept a student on a Sixth Form programme of study provided that;

- You genuinely wish to continue in education;
- You understand, accept and are committed to the overall standards and responsibilities of being in the sixth form;
- You chose a realistic and relevant course of study for which you are qualified

Key Expectations

During their previous school career students will be expected to have demonstrated the following;

- Regular attendance and punctuality
- Commitment to studies
- Motivation and responsibility in the organisation of personal study
- Acceptance of the ethos of a faith school
- Willingness to play a leading role in the school community
- The maintenance of positive relationships with peers and staff.

We welcome students from other schools who are quickly assimilated into Guru Nanak Sikh Academy. Academic entry requirements are the same for both internal and external students.

AS and A Level Changes from September 2015

A levels are undergoing a period of change starting from September 2015, some have changed already in 2016 and others will change from 2017. The year in which changes in each subject are made are listed in the Sixth Form Course Guide. The main change is that AS no longer contributes to the final A level. A level is now a two year linear course. AS levels still exist and can be taken as a free standing qualification.

Students may choose 3 or 4 subjects to study at A level and should follow the guidance below to inform their subjects.

Guidance on the Appropriate Programme of Study

- The guidance is based on the student's average GCSE score
- Students with an average score of 7 should be considering 4 A/AS levels
- Students with an average score of 5 and 6 should normally be considering 3 A/AS levels
- Students with an average of GCSE score below 5 should be looking at different options to A/AS levels.