

## Sixth-form Admissions Policy – from Sept. 2015

### **NSETC Vision and Objectives**

The North Somerset Enterprise and Technology College (NSETC) is a 14-19 academy offering a unique educational opportunity to students from local communities in North Somerset. The focus is on Science, Technology, Engineering and Mathematics (STEM) subjects delivered in partnership with businesses and universities.

Young people need more than just high quality academic and vocational qualifications; they need to develop the confidence, self-belief and other transferable skills demanded by universities and employers.

The NSETC will:

- Inspire and motivate students to be the best they can be
- Offer academic, vocational and technical learning enabling each student to learn and achieve in a style best suited to them
- To be an inclusive centre of excellence.
- Combine the highest academic standards and levels of expertise with entrepreneurship and enterprise.

The NSETC will be welcoming sixth-form students from Sept 2014.

This Admissions Policy will reflect these objectives.

### **1.0 Purpose**

1.1 The North Somerset Enterprise and Technology College (NSETC) is a brand new and unique 14-19 academy offering a unique educational opportunity to students from local communities in North Somerset and the wider region. There is a focus on science, technology, engineering and mathematics (STEM) subjects and these will be delivered in partnership with businesses and universities. The growth of the NSETC is phased. It is open to students for entry to the sixth-form (Year 12) in September 2014, and open to students for entry to Year 10 in September 2015.

1.2 The NSETC's Admissions Policy is written to ensure that it is open to all students from all backgrounds within the region and that there are no barriers to success.

1.3 The NSETC will provide school places for young people aged 14-19 and the admissions arrangements for the Year 12 (Sixth-form) intake are set out below.

1.4 The NSETC is committed to straightforward, open, fair and transparent admissions arrangements. The NSETC will act fully in accordance with the School Admissions Code (as revised February 2012), the School Admissions Appeals Code and admissions law as they apply to academies.

1.5 The NSETC in operating admission arrangements will not discriminate between students on grounds of gender, disability, faith, ethnicity, or sexual preference provided they meet the criteria for entry.

### **2.0 Responsibility for admissions**

2.1 The responsibility for the admissions to the NSETC rests with the Trust and governing body of the NSETC.



### 3.0 Admission number

3.1 The NSETC has the following agreed admission numbers for the year 2015/2016 and, subject to any changes approved or required by the Secretary of State for Education, for subsequent years.

3.2 The NSETC will open in September 2014 with an intake of 200 students in Year 12. It will open to Year 10 cohorts in September 2015. It is expected that numbers will build incrementally until NSETC reaches capacity from 2017 onwards in accordance with the following table:

Year group	Admission number levels				
	2014	2015	2016	2017	2018
Year 10 (external)		100	150	150	150
Year 11 (internal)			100	150	150
Year 12 (internal)				100	150
Year 12 (external)	200	200	200	100	50
Year 13 (internal)		200	200	200	200
<b>Total</b>	200	500	650	700	700

3.3 Students, who have a statement of Special Educational Need (SEN), where the NSETC is named in the student's statement, will be admitted, providing that the entry criteria for the sixth-form are met. In this event, the number of places that remain available for allocation will be reduced.

3.4 Application for places within NSETC's 16-19 cohorts from 2015 will be made directly to the NSETC by 31 August each year.

### 4.0 Post 16 admission arrangements

4.1 It is a requirement of the NSETC that all the NSETC Year 11 students who wish to continue their education post 16 should be able to do so if they meet the entry criteria, and it is expected that existing NSETC students will take this option from 2017 and fill the majority of the available places in the sixth-form from 2018 onwards.

4.2 The entry requirements for specific programmes of study are the same for both internal and external applicants.

4.3 The post 16 admission number, which will determine the number of places available for students from other schools is set out in the table in paragraph 3 above as the NSETC grows to capacity. Once the NSETC is at capacity in 2018 onwards, the Year 12 admission number is 50. The NSETC may well be in a position to offer more than the stated number of external places to students from other schools should not all of the students transferring from Year 11 to Year 12 wish or be able to do so. The overall capacity for Year 12 is 200.

4.4 There may be a limit on the number of places available on any particular sixth-form course.

4.5 The timetable and process for applications to the NSETC sixth-form will be published on the NSETC website [www.nsetc.co.uk](http://www.nsetc.co.uk) and be available from September of each year.



## **5. Application process and timeline for September 2015 entry**

- 5.1 The NSETC will accept application forms from students and their parents which will be available from the NSETC from 1<sup>st</sup> October 2014
- 5.2 The closing date for receipt of applications to be considered in the first round of allocations will be set annually and available on our website from September of each year. For entry into the NSETC for September 2015, an initial review of applications will be held 19<sup>th</sup> January, and applications will be accepted up to the start of the 2015 school year, subject to places being available.
- 5.3 All application forms must be returned to the NSETC
- 5.4 All applicants will be invited to an advice and guidance meeting. The purpose of the advice and guidance meeting is to discuss the application and to assess if it offers the student the best opportunity to succeed and meet their personal ambitions. Parents/carers are encouraged to attend this meeting with their child. The meeting is not a formal interview for a place.
- 5.5 Conditional offers will be made after 2<sup>nd</sup> February and within two weeks of the advice and guidance meeting taking place.
- 5.6 Applications received after the closing of the first round will continue to be considered if there is capacity in the year group and on the selected courses. The NSETC will accept applications up to the start of the school year and subject to places being available, in which instance applicants will be invited to an advice and guidance meeting after which conditional offers will be made within 2 weeks of the meeting.
- 5.7 Applications may be made by students or by their parent(s). Parents includes all of those people, including carers, who have parental responsibility for the student as set out in the Children Act 1989
- 5.8 Internal Year 11 students will complete a sixth-form options form in the first term of Year 11, if they wish to progress to the sixth-form.
- 5.9 There are a variety of sixth-form courses on offer, each with different entry requirements. Full details will be published annually in the NSETC sixth-form prospectus and applicants can contact the school for information.
- 5.10 Irrespective of the time of the student's application all internal and external applicants will be required to attend an advice and guidance meeting, prior to a conditional offer being made. The purpose of the advice and guidance meeting is to discuss the application and assess if it offers the student the best opportunity to succeed and meet their personal ambitions. Parents/ccarers are encouraged to attend this meeting with their child. The meeting is not a formal interview for a place.
- 5.11 When the Sixth-form is not over-subscribed all applicants assessed for an appropriate course will be admitted if they meet the entry criteria.
- 5.12 For entry to the Sixth-form in year, if there are places available applications from students who meet the entry criteria would normally be accepted but such applicants



should be aware that they would be expected to catch up with work already covered on the course

## **6. Over-subscription**

6.1 In such circumstances that a greater number of applications were received by the published closing date that met the academic entry criteria for the school for the relevant courses, the NSETC would make every possible effort to accommodate the extra numbers. Where this is not possible, after the admission of children with a statement of SEN which names NSETC and who meet the entry criteria, the following over-subscription criteria, given in order, will be used to allocate places:

1. Looked-after children or children who were previously looked-after. This includes:
  - i. children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders)
  - ii. Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replaced residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order
  - iii. See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
2. 50% students living within the first geographical areas of the four existing Weston secondary schools (Priory Community College, Broadoak Mathematics and Computing College, Hans Price Academy, Worle Community School) as defined by these schools.
3. 50% students living in all other areas
4. Where there are more applications within any of the geographical areas than there are places available, places will be determined by random allocation and this process overseen by someone independent of the school.
5. Where there are spare places in any category, these will be allocated randomly to those who have been unsuccessful within other categories. This process will be overseen by someone independent of the school.
6. In the event of two or more applications that cannot otherwise be separated, the NSETC will use random allocation. This will be overseen by someone who is independent of the NSETC as a tie-break.

## **7. Admissions of children outside their normal age group**

7.1 Applications for delayed or accelerated entry in cases where parents would like their child to be admitted to a year group either side of the chronological age year group, will be considered. The reasons for the request must be fully explained in writing and included with the school place application form.

7.2 Decisions will be made on the basis of the circumstances of each case and in the best interests of the child, taking into account, as appropriate, the following:  
the views of the parent, information about the social, emotional and academic development of the child as often supported by education and other professionals, the views of the Principal, where relevant the child's medical history and the views of a medical professional, whether they have previously been educated out of their normal age group and whether they may naturally have fallen into a lower age group if they were not born prematurely.



7.3 Where a request for a child to be admitted outside their normal age group is agreed, that enables a child to be included as part of the Year 10 allocations, the application will then be processed in accordance with these arrangements and over-subscription criteria where applicable.

## **Additional Information**

### **Home address**

A student's home address is considered to be the place where the student permanently and ordinarily resides for the majority of the time. This would normally be the same address as the person who has parental responsibility for the student as their main carer. Where parents do not live together and the student spends equal amounts of time with both parents/carers the NSETC will consider the home of the parent/carer who made the application to be the student's home. The NSETC may undertake rigorous residency checks and reserves the right to request independent confirmation of the student's place of residence. Parents may be asked to supply such documentation to support their application as deemed appropriate by the NSETC, for example a Child Benefit book may be required. If the Child Benefit is shared between parents, the address to be used will be determined by drawing lots.

For those moving house they will be considered from their proposed address in the first round of allocations if they are able to confirm independently by the closing date that they will be moving to an address before the start of the school year. Examples of independent confirmation are a solicitor's letter confirming the exchange of contracts with a completion date, or a tenancy agreement signed by both parties. Applicants may also be required to provide proof that they have left the previous property, for example by supplying a final account utility bill. Proof of residency received after the allocation of places is determined will normally only be taken into account in any subsequent rounds of school place allocation.

### **Withdrawal of a place**

The NSETC will withdraw an offer in limited circumstances. An example may be where it can be shown that the offer was obtained on the basis of a fraudulent or an intentionally misleading application such as a false claim to residence at a particular address, which effectively denied a place to a student with a stronger claim. Where before offers are made, an application is deemed to be fraudulent or intentionally misleading the application will be considered on the basis of the correct information. Where applicants do not respond to an offer of a place within 21 days, the offer may be withdrawn and the place offered to another applicant.

If students do not commence attendance at the NSETC at the start of term 1 and the NSETC is not given a satisfactory reason for the absence the place may be withdrawn and if applicable will be offered to other applicants.

### **Incomplete applications**

Where the NSETC receives an application form to the Sixth-form that has not been fully completed with all of the information necessary to enable the application to be considered, the NSETC will contact the applicant to request the outstanding information. For on-time applications, if the outstanding information is supplied within a date specified by the NSETC to the applicant but after the closing date, it will be accepted as an on-time application. If it is not received within the requested timescales it may not be counted as on-time unless an explanation that is considered to be satisfactory by the trust is provided.

**Proof of posting**

Proof of posting cannot be considered as confirmation of receipt of an application unless accompanied by official evidence to prove delivery.

**Contact details for NSETC****NSETC**

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North Somerset,  
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