

Admissions Policy 2025/26



Policy Information

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Date of next review	August 2024
Person responsible for review	Nicki Dartnell
Ratified by:	Governing Body

Melton Vale Sixth Form College
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This policy was written in order to be compliant with the current DfE School Admissions Code.

Melton Vale Sixth Form College is an **Academy Converter** and therefore complies with the DfE School Admissions Code.

The College has a maximum capacity of 659 students on roll across the age range.

Admission for entry to Melton Vale Sixth Form College in Year 12 in September 2025 is for young people aged 16 or 17 on 31 August 2025. Melton Vale Sixth Form College is a coeducational, comprehensive sixth form.

All applications for places will be considered in accordance with the arrangements set out below.

Entry criteria

The academy must admit any students with an education health and care plan naming it who meet the entry criteria. All other students must meet the following academic entry criteria to be eligible for a place: Three level 5 GCSE passes or above including a grade 4 in mathematics and a grade 4 in English. Where there are more eligible students than places, the oversubscription criteria below will be applied in order to determine who is admitted. We will make conditional offers based on predicted grades. We will confirm those offers upon receipt of GCSE results if they satisfy the above academic entry criteria.

It is assumed that the majority of students will study for three A-levels. If a student wishes to study 4 rather than 3 A Levels, students will be invited to a course guidance meeting with a member of the senior leadership team where their rationale for studying 4 subjects will be discussed.

Some individual subjects have additional specific entry requirements which are published on our website. Students not meeting specific entry requirements in their chosen subjects will be offered alternative subjects (if available) for which they have met the required standard.

Applications

Applications will be made electronically via our online application form on the college website. The College will consider all applications.

The closing date for application forms is the 31st January 2025. We reserve the right to extend this.

Eligible applicants will be invited for an online guidance meeting from January onwards to discuss their course choices. It is imperative that students choose courses on which they will find success, and which lead to their chosen career, training or university course.

Students will receive confirmation of a conditional offer by email for a place at the college.

Changes of subject may be possible ahead of and during enrolment, but cannot be guaranteed. The conditions set out in the academic admissions criteria must be met.

Late applications

Applications received after the closing date will be considered in date order and a place offered if spaces remain on their chosen course.

Appeals

Any applicant refused a place will be offered a right of appeal to an Independent Appeals Panel.

The determination of the appeal panel is binding on all parties.

Full details of the procedure will be sent to parents/carers with the decision letter.

Offers

All applicants meeting the minimum entry and subject specific academic requirements and completing a Sixth Form Application Form will be offered a place, **except** that if the number applying takes the College over its agreed capacity across all year groups. The published total capacity is 659 pupils.

Students with an Education, Health and Care Plan (EHCP) will be offered a place, where the college – after consultation with the Local Authority – has been named on the EHCP as the appropriate post-16 provision and provided that the course and the College are deemed the best fit for the student's needs. The student will still need to meet the minimum entry criteria unless special consideration has been applied as below.

Special Consideration

The College reserves the right to make discretionary offers to applicants that may not have fully satisfied the admissions criteria; the College considers the following criteria as relevant circumstances for such applicants:

- requires additional support, has an EHCP or has special learning needs;
- is a Looked After Child;
- is a student carer or parent;
- has been in receipt of Free School Meals funding, or;
- has extenuating circumstances deemed by the College to warrant Special Consideration.

Oversubscription criteria

Where there are more applicants than the published admission number for a relevant year group the following oversubscription criteria in this section apply during the normal admissions round for Year 12 and any in year applicants to any Year group.

The student will be required to have met the academic entry criteria for the college set out above.

When the academy is oversubscribed, after the admission of pupils with an Education, Health and Care plan or a Statement of Special Educational Needs naming MV16, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions in accordance

with section 22(1) of the Children Act 1989 at the time of making an application to a academy. An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 Adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989 as amended by section 12 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individual to be a child's special guardian (or special guardians).

2. Priority will next be given to the siblings of students attending the academy at the time the application is received.
3. Priority will next be given to the children of staff who have been employed at the academy for two or more years.
4. Priority will next be given to children who live in the Melton borough boundary. The child's place of residence is taken to be the parental home. Living in the area does not guarantee you a place at your closest school. In addition, no one school in an area will be overfilled while another school within a three-mile radius has places.

Tie Break

If there is an equal tie and two pupils cannot be distinguished, then the final determination will be made by drawing lots.

Appeals

If your child has been refused a place at MV16, you retain the statutory right to appeal.

The Trust will arrange the appeal on behalf of the Centre to be heard by an independent panel, whose decision is binding on all parties.

Please note that the other policies that are relevant to the Admissions policy are the Equality and Diversity Policy.

Anyone who considers that MV16 arrangements are unlawful can make an objection to the Schools Adjudicator.

Objections must be referred to the Adjudicator by 15th May in the determination year. Further information on how to make an objection can be obtained from the Office of the Schools Adjudicator:

<http://www.education.gov.uk/schoolsadjudicator>