Sixth Form Admission Policy

Approved by:	Full Governing Body
Last reviewed:	July 2026
Next review due by:	July 2027

The Sixth Form at Coquet Community School offers a range of Level 3 academic and vocational courses studied over 2 years and Level 2 courses studied in one year. Full details of the courses available, including enrichment activities can be found in the Sixth Form Prospectus published annually.

Planned Admission Number (PAN) – Year 12

The school's PAN into Year 12 for external pupils is 10. Pupils on roll at Coquet Community School in Year 11 have an automatic right to transfer to the Sixth Form if they meet the entry requirements.

Entry Requirements

To ensure all pupils are able to achieve their potential the school has entry requirements which support each individual to find the route that is right for them.

- Individuals are expected to have achieved at least five GCSE passes or equivalent in five different subjects, although some subjects do ask higher grades (see sixth form prospectus). Individuals who have not achieved a minimum of a grade 4 in GCSE English Language or mathematics will be required to re-sit the subject(s) in the Sixth Form.

- Individuals wishing to join the sixth form to study a programme of Level 3 courses (i.e. A Level or Level 3 BTEC courses or a combination of both) are expected to enrol for and complete three subjects alongside the EPQ, core maths or required resits in GCSE English Language and GCSE Maths. Individuals are expected to fully engage in the school's tutor and enrichment programme alongside sessions in preparing for adulthood.

- Consideration will be given to the suitability of the combination of courses/subjects and how this corresponds to the ability of each individual and their prior performance.

- Those who have not achieved the examination grades necessary for their first-choice courses will be advised by the Head of Sixth Form, members of the School Leadership Team or Sixth Form tutors regarding alternative courses.

- In the event that alternatives are not deemed suitable, individuals will be referred to the school careers advisor to be advised on other options outside school.

- The school reserves the right to adjust the entry requirements for individuals who would benefit from accessing our Sixth Form.

Code of conduct

Sixth Form pupils are expected to model our values; Be Kind, Work Hard, Aim High. Our code of conduct and dress code supports them to do this. During an induction into the Sixth Form, pupils will be given this information and will be expected to demonstrate this with their actions and behaviours around school.

Over subscription criteria

In the event that we exceed our PAN, the following over subscription criteria will be applied:

a) Looked After Children (as defined by Section 22 of the Children Act 1989) including a child who was previously "looked after" but immediately after being "looked after" became subject to an adoption, residence, or special guardianship order. Children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

b) All other pupils.

Tie breaker

Should it prove necessary, because places are limited, to distinguish between children in any given category priority will be given to those who live nearest to the school, measured in a direct line ('as the crow flies') using the LA's computerised measuring system (GIS). Where two or more distances are found to be equal a system of random allocation will apply, independently administered. Applicants refused admission to a sixth form are entitled to an appeal which is determined by an independent panel.

Enquires

If you have a query about Sixth Form admissions, please contact our Head of Sixth Form, **James Moore jmoore01@jcsc.co.uk.**