Lumen Christi College

Admissions Policy

(Sixth Form)



Admissions Criteria for Entry to Sixth Form in September 2027

The College expects that all students applying for admission to Sixth Form will meet the admissions criteria below, which will be applied, on behalf of the Board of Governors, by the Principal in conjunction with the Vice-Principals and the Head of Sixth Form.

Applicants to Year 13 will be considered before applications to Years 9-14.

Applications to Year 14 will be considered only after the admission of students in Years 8-13 have been completed and the enrolment number as determined by DENI has not been met. In consideration of applications for entry to Sixth Form, priority will be given to students from Lumen Christi College before external applications.

Academic Criteria
Students must have attained a minimum of 20 entry points or above over seven GCSE subjects including Mathematics and English at Grade C and at least a Grade B in the subject at GCSE which they are proposing to study at AS or A-Level (unless this is a new subject). Points equivalent to Grades obtained are given in the table below. In addition, applicants seeking entry to specific subjects for A-Level study must comply with the subject specific criteria shown in the appendix.

Attendance Criteria
Students must have achieved a satisfactory attendance rate in Years 11 and 12. Students who have received two or more written notifications regarding attendance in the course of Year 11 or 12 will be deemed to have unsatisfactory attendance. Those students who do not achieve a satisfactory attendance rate must have submitted medical evidence (e.g. doctor's certificate) for such absences. Account will be taken of special circumstances that may have affected attendance but unauthorised absences in Years 11 or 12 may disqualify a student from entry to Sixth Form.

Behaviour Criteria
Students must have a satisfactory record of behaviour in Years 11 and 12. A satisfactory record is deemed to include

(a) Full compliance with arrangements for coursework/controlled assessment in those subjects where it is an integral part of the course.
(b) attendance at all school examinations in Years 11 and 12
(c) no more than 6 detentions at Key Stage 4
(d) no more than 1 period of suspension at Key Stage 4.

The Board of Governors reserve the right to make decisions regarding behaviour criteria based on the reason and/or length of the suspension.

Final decisions regarding attendance and behaviour criteria will be ratified by the Leadership Team in June.

Applicants from other schools must present their GCSE Grades, a copy of their Year 11 and 12 school reports together with a reference from the Principal of their previous school giving details of their academic, behaviour and attendance record indicating that they have met each of the above criteria.

If oversubscribed in numbers of applicants, places will be filled using the following criteria set down in order

(1) subject choices can be accommodated on the timetable
(2) numbers in the subject remain at an acceptable level.

If there are still more applicants who meet all of the above criteria for places available when the admissions criteria have been applied, remaining applicants will be ranked according to the points scores indicated below for each grade A*-C for **all** GCSE subjects taken, highest total points score first.

A*	***A***	***B***	***C****	***C***
5	4	3	2	1

Where two or more applicants have the same points score for a remaining final place, places will be allocated by random computerised selection.

Extenuating Circumstances
In exceptional circumstances, where a student does not meet the above admissions criteria due to extenuating circumstances determined by the Board of Governors to have had an adverse effect on performance or attendance, the Board of Governors, following the submission of a written appeal, may at its discretion, offer a place in Year 13 based upon an agreed educational contract with the student and parents.

Appeals Process
Any appeals against the decision to refuse an offer of a place at Sixth Form must be made in writing to the Chair of the Board of Governors no later than one week after receipt of the letter of refusal. The Appeals panel of the Board will consider any extenuating circumstances not available to the Leadership Team at a meeting where parent and student may make representation to them. Any subsequent decision to offer a place will be for admission to Year 13 only and conditional upon acceptance of academic performance, attendance and behaviour requirements for Year 13 agreed in contract, if any, with the Board of Governors at the time of admission. Admission to Year 14 will be conditional upon fulfilment, to the satisfaction of the Board of Governors, of the academic performance, attendance and behaviour requirements as well as any additional requirements which may be stipulated in a student's Year 13 contract, if any.

Criteria for all extra places made available by the Department of Education for admission into Year 13

The Department of Education may, in response to a request from a school, increase the number of pupils that the school can admit to its Year 13. Places that become available in this way shall be allocated only to pupils who meet the basic eligibility criteria for Sixth Form Study in Lumen Christi College as set out above and shall be allocated in the order determined by the criteria to be applied in the order set down.

1. Pupils who have most recently completed Year 12 in Lumen Christi College.
2. Pupils from other schools where admission to an extra place at Lumen Christi College has been agreed by the Department of Education.*

* Parents should note how the Department of Education will, in response to a school's request, increase the school's enrolment number in order to allow an extra post-16 pupil to enrol. DE will only increase the school's enrolment number if it is content that each external pupil for whom a place is requested would not be able to pursue their post-16 course-choices at a suitable school without undertaking an unreasonable journey (i.e. a journey that by public transport would be over an hour from where the young person lives). If DE finds that no other suitable school may provide all of the post-16 courses that the pupil wishes to pursue – then DE will agree to a school's request for an extra place.

APPENDIX

Students meeting the published admissions criteria will be admitted to the college but may be offered subjects other than those identified at the time of application unless grades attained at GCSE reflect the subject specific requirements below.

All students admitted to the college must meet the following subject specific criteria for entry to subjects at post-16 level.

The offer of any subject on the curriculum will depend upon viability in terms of numbers and staffing.

Those wishing to do Mathematics, Physics or Software Systems Development must have a Grade A in GCSE Mathematics.

Students wishing to study English Literature at A-level will be expected to have attained at least a Grade B in both GCSE English Language and GCSE English Literature.

Students may choose up to two new subjects not previously offered at GCSE. Admission to the subject will require approval from the subject head.

Students wishing to study Art, Music, Physical Education or Technology without having previously studied the subject at GCSE level must satisfy the Head of Subject as to their ability and will have to present a portfolio of work and/or performance as required prior to admission.