



SIXTH FORM ENTRY POLICY

Introduction

The Sixth Form entry policy is approved by the Board of Governors and implemented by the Principal and senior staff. A pupil, irrespective of his/her total GCSE points total, must have a satisfactory behavioural and attendance record to be permitted to transfer to L6.

It is reviewed on an annual basis and students are required to fulfil criteria for transfer into L6 and into U6.

Wallace High School pupils Admittance to L6

Pupils who have completed their GCSE subjects as pupils of Wallace High School normally must have obtained at least fourteen points within the preceding twelve months, where:

A* = 4 points; A = 3 points; B = 2 points; C = 1 point.

NB Short Course GCSE is worth 50% of the above points.

Numeric Result Equivalent (UK Outside NI)

CCEA	A*	A		B	C*	C
UK (Outside NI)	9	8	7	6	5	4

In addition, at least a grade B is required at GCSE in a subject before proceeding to 'A' level study or in a qualifying subject as itemised in the Sixth Form Prospectus for the appropriate year.

Pupils entering Lower Sixth follow courses in three or four AS levels plus an enrichment programme. Consequently pupils must normally have at least three GCSE subject passes at Grade B or better to meet the criterion identified in the previous paragraph.

Whilst every attempt is made to offer students the subjects they choose if they meet the minimum requirements, if a subject is oversubscribed those with a higher grade in the subject will be offered a place before those with a lower grade.

Pupils from other schools

Admittance to L6*

Pupils who are entering the Sixth Form from other schools must also obtain a minimum of fourteen points. In addition, they must also meet the other subject – specific criteria as specified in the Sixth Form Prospectus.

The size of the Sixth Form intake is determined by the Principal and other senior staff within the context of the school's overall enrolment number as set by The Department of Education.

The number of places available to pupils from other schools is dependent on the number of 'internal' pupils returning to the Sixth Form and places to 'external' pupils are normally awarded on a competitive basis, based on overall points score. Those with a higher points score will be allocated a place before those with a lower point score, subject to places being available in their chosen subjects.

While every effort is made to allow pupils to follow their preferred subjects this depends on timetable and class size constraints.

*The school will prioritise students who have recently moved to Northern Ireland and if they have not studied GCSE (or similar) will make an educational judgement on material covered to date to ascertain the student's suitability for A'level.

Appeals process

Appeals may be made by a parent against the decision by the school not to admit a pupil to the Sixth Form on the basis of their performance at GCSE. The parent should, in the first instance, write to or telephone the Principal within ten working days of issue of the GCSE results, explaining the nature of the complaint. The school will arrange a meeting within five working days of receipt of the phone call or letter. If the matter is not resolved in informal discussion with the Principal the parent should write within five working days of the meeting to the Chairman of the Board of Governors.

The Chairman will set up within five working days of receipt of the letter an appeal hearing, at which the parent may be present. The appeal will be heard by a representative panel of three members from the Education Committee of the Board of Governors.

A reply will be sent to the parents within five working days of the hearing and the decision reported to the Board of Governors at their next meeting.

Moving from L6 to U6

Except in exceptional circumstances the minimum entry requirement for A2 study is DDD or 8 points* across 3 subjects at AS level.

(* where an A=5, B=4, C=3, D=2, E=1.)

This is clearly identified in the Sixth Form Agreement signed by parents and students entering Sixth Form.

Where a parent wishes to appeal the decision by the school not to admit a pupil to Upper Sixth, on the basis of them not meeting the requirements of the Sixth Form Contract, they should follow the Appeals process as explained above.

**Extenuating circumstances are defined as those which have negatively impacted on the performance of a student in one or more subject e.g. a centre specific issue, pastoral issues etc.*