



ERASMUS DARWIN ACADEMY

Policy Title:	Admission Policy for entry - Sixth Form (September 2026)
Version:	1.9
Member Of Staff Responsible:	Assistant Headteacher
Status:	Statutory
Date Adopted By Governing Body	September 2026
Date For Review:	September 2027
Date Reviewed:	September 2026 September 2025 September 2024 14 th September 2023 12 th September 2022 31 st March 2020 2 nd October 2018 17 th October 2017 29 th November 2016 26 th January 2016 (Reviewed Mar 14 – no changes) (Reviewed Dec 14 – no changes)

Change Record		
Version:	Date	Description
1.1	26/01/16	Changes to Sections 1, 2, 3
1.2	17/10/17	Addition to Oversubscription Criteria for external applicants
1.3	13/10/2020	New Section 4
1.4	12/10/21	Changes to sections 1, 2, 3
1.5	12/09/22	Changes to section 1, 2, 3
1.6	14/09/2023	Change in wording to section 3.1, 3.2, 3.3
1.7	03/09/2024	Minor wording changes within section 2 Section numbers added
1.8	09/09/2025	Slight wording amendment to section 2
1.9	30/09/2026	Removal of need for reference for external applicants

“Erasmus Darwin Academy promotes the safeguarding and welfare of children in its care; all policies support the “Safeguarding Policy”.

Section 1 - General Principles

We aim to offer a range of academic and vocational qualifications to our Sixth Form students and some of these require minimum grades at GCSE. Our policy is to ensure that students accepted into the Sixth Form can be placed on appropriate courses where they are likely to succeed. For this reason, we ask all applicants to attend a discussion with our Senior Leadership Team to discuss the most suitable programme of study. The discussion will also focus on the suitability of Sixth Form as a direct progression route from Year 11. The Assistant Headteacher in charge of Sixth Form will take account of the following: the student's attendance record, commitment to academic study in Year 11, behaviour record, a student's commitment to the ethos and expectations of Erasmus Darwin Academy.

All students of Year 11 should be encouraged to apply for the Sixth Form. Individual information, advice and guidance will be given to determine whether Sixth Form is the most appropriate route for each applicant. We also accept applications from students wishing to transfer from another school. In all cases of applications from external students, the same admission criteria will apply.

Section 2 - Definitions and Details

Internal candidates should apply by the appropriate date stated in the ~~current~~ Sixth Form prospectus for that relevant year. Students who meet the course requirements will be made a conditional offer based on results and an appropriate curriculum offer. Applications from external candidates should, if possible, comply with the date given in the prospectus to enable us to plan courses effectively.

Academic Requirements

The general entry requirements will be published in the Sixth Form Prospectus. However, subject-specific requirements differ for each course. A copy of these will be made available alongside the Sixth Form Prospectus.

Meeting the requirements of any course is no guarantee that the applicant will automatically be offered a place on his or her preferred courses. Study plans will be reviewed in the first 3 weeks of the term to check that students are on appropriate courses. Advice, guidance and alternatives will be offered where the student's suitability for a course is in question.

As students' progress through their study programmes in the Sixth Form their achievement, work rate and their conduct will be monitored closely. Any concerns will be raised with students and their parents.

Section 3 - Oversubscription Criteria

- The PAN for external applications is 15
- When the number of external applicants who meet the academic requirements exceeds 15, applications will be considered as follows:
 1. Children with an Education, Health & Care Plan (EHCP) who have met the general entry requirements.
 2. Children in care and children who ceased to be in care because they were adopted (or became subject to a child arrangements order or special guardianship order), including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted, who have met the general entry requirements.
 3. Children with a brother or sister (sibling) attending the Academy at the time of application, who have met the general entry requirements.
 4. The admission of other children is to be determined by the proximity of the child's residential postcode to Erasmus Darwin Academy's postcode. The system used to establish proximity would be the Free Map Tools distance postcode calculator, which uses a straight-line system to calculate the distance, measured in metres, between two postcodes. Should two residences produce an equal ranking e.g. same postcode or same distance in metres, and be either side of a borderline offer of admission, then the child or children offered the available spaces will be random. This process will be independently verified.

Section 4 - Withdrawing an Offer or a Place

An offer or a place may be withdrawn if it has been offered in error, if a parent has not responded within a reasonable period of time, or it is established that the offer was obtained through a fraudulent or misleading application. Where the parent has not responded to the offer, the admission authority must give the parent a prior warning that the offer may be withdrawn if they do not respond. Where an offer is withdrawn on the basis of misleading information, the application must be considered afresh, and a right of appeal offered if an offer is refused.

In deciding whether to withdraw a place, the length of time that the student has been in the Sixth Form must be taken into account.

Section 5 - Right to Appeal

If an applicant is refused a place in the Sixth Form at Erasmus Darwin Academy, there is a statutory right of appeal to the independent School Appeal Panel. Further details of the appeal procedure are available on request. Appeals may be lodged by either the parent or the student.