

# Kendrick School

## Year 12 Admissions Policy – September 2021 Entry



**Kendrick School is a selective girls' school with academy status.**

### **Kendrick School Admissions Number**

**Kendrick School intends to admit 44 students into Year 12 in addition to those who progress from Year 11 at Kendrick School.**

### **Application for a place**

Kendrick School offers the A level curriculum in the Sixth Form. Applications will be accepted from students born between 1 September 2004 and 31 August 2005 and/or who will be in Year 11 at the time of application.

Applications must be made directly to Kendrick School, not to the Local Authority.

### **Entry into the Sixth Form**

**The GCSE entry criteria below apply equally to internal and external applicants.**

For entry into Kendrick School Sixth Form, applicants will normally have to satisfy the following minimum conditions:

- 8 GCSEs (or DfE recognised equivalent) grades A\* - B or 9-5, two of which must be English Language and Mathematics. GCSE short courses cannot be accepted.
- At least a grade B or 6 at GCSE in the subjects to be studied at AS/A-level.
- Grade B or 6 or above in the *Higher Tier* is an entry requirement for Mathematics and/or Science AS/A level courses. Students who have taken Foundation Tier GCSE courses in Mathematics and Sciences (rather than Higher Tier) are unlikely to have covered all the appropriate topics from which they can move on to A-level in the context of this school.
- To study a Science subject it would be necessary for an applicant to have achieved at least a Grade B or 6 in Combined Science or Separate Science GCSEs.
- Students who wish to study Further Mathematics must achieve at Grade A\*-A or 9-7 in GCSE Mathematics.
- Students would normally be expected to have studied GCSE in subjects they wish to study at A-level. In the case of Economics, Philosophy and Sociology where the subjects may not have been studied at GCSE level, Grade B or 6 in English Literature and a Humanity would be required as a minimum condition of entry to the course.
- Students living overseas at the time of application and not taking GCSE courses must provide evidence of the equivalence of their externally taken qualifications to GCSE by an official organisation (for example NARIC).
- Students who are Home Schooled will be asked to provide a reference and predicted GCSE grades from a professional body. In the absence of a reference they may be asked to sit mock GCSE examinations at Kendrick School.

### **Timetable**

- The process for routine admission into the Sixth Form at Kendrick School (Year 12) in 2021/22 begins in November 2020 and ends on 1<sup>st</sup> September 2021.
- Application forms will be available online after the Sixth Form Open Evening which will be held in the Autumn 2020
- Applicants who do not have access to a computer should contact the Kendrick School admission team for assistance.

### **Deadline for receipt of applications**

- Individual applications must be received by Kendrick School by **Friday 22<sup>nd</sup> January 2021.**
- School Reference Forms must be received by Kendrick School by **Friday 5<sup>th</sup> February 2021.**

## Late Applications

Applications received after the deadline will be treated as late applications, but will be considered if submitted by 1st September 2021. Late applications are those which are received after the closing date (22<sup>nd</sup> January 2021) and so cannot be considered with the “gathered field” of on-time applications. (See Treatment of Applications section.)

Late applicants will be added to the Waiting List in order according to their ranking as determined by their predicted GCSE scores. (See sections on “Treatment of Applications” and “Waiting List”).

## Treatment of Applications in the Gathered Field (external candidates only)

- The gathered field of applications consists of those applicants whose application form was received before the deadline and the school reference form has been received by **Friday 5<sup>th</sup> February 2021**.
- Suitable applicants will be invited to the school for Consultation Meetings in the week beginning **Monday 1<sup>st</sup> March 2021**. The purpose of these meetings is to explain the options available in the Sixth Form and the entry requirements for the courses.
- Provisional offers will be made no later than **Friday 12<sup>th</sup> March 2021**.
- Applicants will be assessed for suitability to attend a consultation meeting according to a points system as follows:
  - Up to a maximum of the 8 best full course GCSE predicted grades, scored on the new GCSE grades for reformed GCSE subjects and the DfE equivalence system: (A\*- 8.5 points; A- 7 points; B – 5.5, C-4 points etc.) for the unreformed GCSEs. Two of the subjects must be full course GCSE Mathematics and English Language.
- Applicants will be placed in a rank order according to the points scored as above. Candidates with a score of 54 or above (“the cut off point”) will be invited to a consultation meeting, according to the oversubscription criteria below if there are more applicants than places available. This is subject to the number of applicants invited not exceeding the number of places available.

## Education, Health and Care Plan

Children who have a Statement of Special Educational Need or an Education Health and Care Plan where the School has been named by the Local Authority will be admitted automatically<sup>1</sup> and the number of places available to other applicants will be reduced accordingly.

## Oversubscription Criteria

Oversubscription criteria will be applied if the number of applicants with a points score of 54 or above exceeds the available number of places

In the case of over-subscription, places will be offered first to all internal applicants then to external applicants.

Applicants who have been predicted 54 points or more will be ranked in the following order:

1. The applicant is a looked after child or previously looked after child<sup>2</sup>
2. The permanent home address of the applicant is within **Priority Areas 1 and 2** of the designated area of the school as at **31<sup>st</sup> August 2021** and the applicant is Pupil Premium or Service Premium child<sup>3</sup>. Documentary evidence that the child is in receipt of Pupil Premium or Service Premium will be requested from the current school.
3. The applicant’s home address is within **Priority Area 1** of the designated area of the school and this home address is the permanent address of the parent/carer and the applicant at **31<sup>st</sup> August 2021**.
4. The home address of the applicant is within **Priority Area 2** of the designated area of the school and this home address is the permanent address of the parent/carer and the applicant at **31<sup>st</sup> August 2021**.
5. Applicants whose home address is NOT in the designated area of the school.

**Note:** in 1) 2) and 3) above, any such an applicant, provided she has achieved a predicted score of 54 or more, will be offered a place. The total number of places offered will be subject to the availability of courses and the total admission number for Year 12 not exceeding 140 (internal and external applicants).

## Designated Area

The designated area is made up of **Priority Area 1** and **Priority Area 2** and each area is determined by the postcode of the applicant's permanent home address. Places will be offered to applicants who are ranked high enough according to the GCSE point system described above and who reside within the designated area. This must be the applicant's permanent home address with their parent/carer at 31<sup>st</sup> August 2021. The school may ask for documentary evidence to support the application. Only if there are further places available will applicants who live outside the designated area be considered. The address which will be used for consideration to be living within the designated area must be the applicant's permanent address **by 31<sup>st</sup> August 2021**. The exception to this is if the family are returning from abroad to a previous home within the designated area (documentary evidence will be required to confirm this), are Crown Servants or members of the Armed Forces. See **Appendix 1** for the list of postcodes within the designated area.

The 'permanent address' is defined as the permanent place of residence of the parent/carer with whom the applicant spends the majority of their time, for example the address where the student is registered with a GP. In the cases where parents have shared responsibility for a student, the permanent address will be where the student stays for the majority of the school week (Monday to Friday). Evidence is required of a single address. The school may ask for documentary evidence to support the application.

If the permanent home address changes **between when an offer is made and 31<sup>st</sup> August 2021**, Kendrick School will require documentary evidence of the new address. In all cases applicants will need to provide evidence that the previous home is no longer used by the family, for example proof that the property has been sold or that it is no longer available for the family to live in or that a rental agreement has ended.

**Once offers have been made**, Kendrick School will require documentary evidence of the applicant's permanent home address. This will include consideration as to whether or not the address used to make an application was temporary. Kendrick School reserves the right to carry out random checks at any time and this may include a home visit. Parents will be required to declare that the address used will be their place of residence beyond the date of the student starting school. Kendrick School reserves its right to carry out further investigation of any change of address once the student has started school.

## Waiting List

- The Waiting List will be used to offer places if any of the original offers are declined before 1<sup>st</sup> September 2021.
- It will consist of all applicants above the cut-off point who have not received an offer of a place by 6<sup>th</sup> March 2021 and any Late Applicants whose score is above the cut-off point.
- Waiting List applicants will be invited, in rank order, according to the oversubscription criteria to a consultation meeting on the basis of:
  - The overall availability of places.
  - Their subject choices.
  - The availability of places in those subjects.

*Applicants who remain on the waiting list after 30<sup>th</sup> June 2021, will be advised to contact the Admissions Officer, after GCSE results have been published, if they still wish to be considered for a place in the event of any becoming available. Details of the specific contact address will be given. These applicants will be considered, in rank order, on the basis described above. Applicants who do not confirm their continuing interest in a place will not be approached until those who have contacted the Admissions Officer at the school have been considered. It is unlikely that any places will be offered after the second week in September 2021.*

## Tie-break situation

- Where two or more suitable candidates on the Waiting List have the same score, an invitation to a consultation meeting will be determined by distance from school.
- In the event of any places remaining once all applicants on the Waiting List have been considered, the Waiting List may be extended to those below the cut-off point. Where two or more suitable candidates have the same score,

an invitation to a consultation meeting will be offered according to the oversubscription criteria. Thereafter, invitations to a consultation meeting will be determined by random allocation.

- In the event of random allocation being used, an independent adjudicator (Reading Local Authority) will be appointed.

### **Oversubscription of Courses**

Every effort will be made to accommodate students who are offered places and who meet the entry requirements for a place in Year 12 to do the subjects of their initial choice. However, applicants should appreciate that some subjects may become full. This will be most relevant to late applicants, to those offered places from the waiting list and to those who wish to change their original subject choices. Whilst the offer of a place will remain valid, students' options may be governed by availability in individual subjects.

### **Confirmation of Places**

Offers made by 12<sup>th</sup> March 2021 (or subsequently, in the case of late applications and waiting list applications) will be conditional on the applicant meeting the entry requirements in general and for the chosen subjects in particular. Offers are conditional on applicants confirming the place by 19<sup>th</sup> March 2021 or, in the case of late application/waiting list offers, by the deadline given. **Offers will lapse if written confirmation is not received by the school by the given deadline.**

### **Fraudulent Applications**

Any information that is subsequently proven to be inaccurate will potentially invalidate that application.

### **Passport Requirements:**

All students must be entitled to hold a full British Citizen passport, be a national of the European Economic Area or have the right of residence in the United Kingdom.

### **Appeals**

Parents/carers and students have a right of appeal to an Independent Appeal Panel if they are not offered a place. Further details can be obtained online at Reading Borough Council's website or on the school's website.

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<sup>1</sup>A Statement of Special Educational Need is a statement made by the local authority under Section 324 of the Education Act 1996 specifying the special educational provision required for that child. An Education, Health and Care plan is a plan made by the local authority under Section 37 of the Children and Families Act 2014 specifying the special education provision required for that child. Section 39(2) of the Children and Families' Act 2014 requires the local authority to consult the school before naming a school on the Education Health and Care Plan. Section 39(4) gives the only reasons why a school should not be named as "(a) the school or other institution requested is unsuitable for the age, ability, aptitude or special educational needs of the child or young person concerned, or (b) the attendance of the child or young person at the requested school or other institution would be incompatible with – (i) the provision of efficient education for others, or (ii) the efficient use of resources." Kendrick School will therefore work with recognised authorities during the consultation process to ensure that a child with an Education, Health and Care Plan is of suitable ability to be successful in a selective school context.

<sup>2</sup>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 function (see definition in section 22(1) of the Children Act 1989). Previously looked after children are children (b) who were looked after, but ceased to be so because they were adopted or became subject to a child arrangement order or special guardian ship order. Applications received under the criterion a) must be made by the person with parental responsibility for the child (e.g. the child's social worker, acting on behalf of the local authority for a looked after child) and will need to be supported by the following official documentation, as applicable:

- Confirmation by the home local authority that the child is looked after or previously looked after or
- Confirmation by the local authority the child has the following order
  - Adoption Order

<sup>3</sup>Pupil Premium are those students who have received funding for free school meals at any point in the last 6 years or who are currently eligible for free school meals. The Service Premium is designed to support children with parents/carers serving in the regular British armed forces. Students attract the Premium if they meet the following criteria: one of their parents/carers is serving in the regular armed forces; one of their parents/carers served in the regular armed forces in the last 5 years or one of their parents/carers died while serving in the armed forces and the student is in receipt of a pension under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS)

## **APPENDIX 1 DESIGNATED AREA**

The address which will be used for consideration to be living within the designated area must be the applicant's permanent address **at 31<sup>st</sup> August 2021**. The exception to this is if the family are returning from abroad to a previous home within the designated area (documentary evidence will be required to confirm this), are Crown Servants or members of the Armed Forces.

The 'permanent home address' is defined as the permanent place of residence of the parent/carer with whom the applicant spends the majority of their time, for example the address where the student is registered with a GP. In the cases where parents have shared responsibility for a student, the permanent address will be where the student stays for the majority of the school week (Monday to Friday). The school may ask for documentary evidence to support the application.

### **PRIORITY AREA 1**

RG1  
RG2 0, RG2 6, RG2 7, RG2 8  
RG30 1, RG30 2, RG30 3, RG30 4, RG30 6  
RG31 4, RG31 5, RG31 6, RG31 7  
RG4 5, RG4 6, RG4 7, RG4 8  
RG5 3  
RG6 1, RG6 5, RG6 6, RG6 7

### **PRIORITY AREA 2**

RG2 9, RG4 9, RG5 4, RG6 3, RG6 4, RG7, RG8, RG9, RG10, RG12, RG18, RG19, RG21, RG24, RG26, RG27,  
RG40, RG41, RG42, RG45  
RG14 2, RG14 5  
RG20 4, RG20 5, RG20 6, RG20 7  
RG22 6  
RG23 8  
RG29 1

GU14, GU15, GU16, GU17, GU18, GU19, GU20, GU46, GU47, GU51, GU52

OX10 0, OX10 1, OX10 6, OX10 8, OX10 9  
OX11 9  
OX49 5

SL4, SL5, SL6, SL7, SL8  
SL1 5, SL1 6, SL1 7, SL1 8, SL1 9

HP10 9, HP11, HP12, HP14 3

*NB: Postcode district is indicated by the first digit and the postcode sector by the second digit. Eg RG1 5BN: 1 represents district; 5 represents sector.*