

Introduction

We know the choice of school and subjects for Advanced Level is, for many of you, the first time you will have been given a real voice in your own education. We believe that our Sixth Form offers a centre of academic excellence which will help you to acquire maturity, confidence, skills and good examination results. These will open further doors of opportunity to Higher Education and worthwhile careers.

ADMISSION

Our students come from a variety of backgrounds and schools but they share a desire to learn which makes this Sixth Form a stimulating and friendly place in which to spend your next two years of education. We welcome boys as well as girls into our Sixth Form.

In order to ensure your eventual success in the courses we offer, you will need to start from a sound foundation of knowledge. For this reason we have a number of entry requirements which are listed in our admissions policy below.

Admission to Sixth Form at Westcliff High School for Girls

Admission Arrangements for Year 12 Entry and Transfer from Year 11

The offer of a place in the Sixth Form at Westcliff High School for Girls is dependent on meeting the general entry requirements and relevant subject grades.

1. INTERNAL APPLICANTS

- Places are available to all our own Year 11 pupils who would like to join our Sixth Form and meet the Admissions Criteria for entry.
- Pupils should attend our Induction activities in July to hold their place in the Sixth Form.
- Students who have not held a place will be offered the opportunity to join the Sixth Form after GCSE results have been published but many subjects may be full at this point.

2. ADMISSIONS CRITERIA

- All applicants must attend a course selection meeting with a senior member of staff to help them choose an appropriate course and offer them guidance on completing the entry form.
- All applicants must return a completed options form.
- All applicants must meet the individual requirements for any subject they wish to study as detailed in the Sixth Form Course Outlines Booklet. If they fail to do so, every effort will be made to find another suitable course but may not be able to do so if teaching sets are full.
- All applicants must be able to study a minimum of three subjects at A Level. Students may choose to study four A Levels or to add the Extended Project to three A Level subjects.

- Applicants will not be accepted for entry if, once the timetable is constructed, they cannot study at least three A Level subjects.
- All applicants must have at least a **grade 4** in Mathematics and English and achieve a total of at least **eleven** points* in their best eight GCSE examinations.
*9 = three points, 8 = three points 7 = two points, 6 = one point.

3. EXTERNAL APPLICANTS

The number of external students accepted varies from year to year according to the number of Year 11 students from Westcliff High School for Girls expected to take up places. Our formal statement says the planned Admissions number is twenty five but this is a minimum figure and the School regularly exceeds this number. Boys are welcome to apply to our Sixth Form and will be considered without prejudice.

The schools published admissions number for those being admitted to the school for the first time is twenty five. The upper limit of Year 12 external applicants will be based, not on total Year 12 numbers projected for the following academic year, but on the projected size of the teaching groups. Taking into account choices for A Level study, applications will be refused where the school considers the size of teaching sets to be detrimental to the education of the group and where it is not financially or educationally desirable for the Governors to alter the balance of the school's staffing or to appoint additional staff.

- On receipt of the blue request form (including the reference form completed by the students' school which includes estimated grades) students on course to achieve 11 points or more will be offered a course selection meeting to discuss their subject choices.
- An application form will be issued at the course selection meeting which must be returned by the end of the autumn term.
- Offers will be made directly to students where the estimated grades justify this.
- The current minimum requirement for admission is **eleven** points* at GCSE from the best 8 subjects (English & Mathematics must be at least grade 4), although in reality the threshold to receive an offer may be higher.
*9 = three points, 8 = three points 7 = two points, 6 = one point.
- Points may also be gained from some vocational qualifications including OCR Nationals and BTEC Level 2 Qualifications. Points will be awarded as follows:
 - Distinction Star: 3 points
 - Distinction 2 Points
 - Merit 1 point

All multiple award vocational qualifications will count as one of the eight GCSEs when working out the points total. No more than two vocational qualifications can be used in the best eight score.

Where more external applicants successfully meet the Admissions Criteria than there are places, the oversubscription criteria in Section 4 will apply.

- The normal closing date for applications is 31 December. Offers will be made in February. Applicants receiving offers will be expected to confirm acceptance within two weeks. Changes to subject choices will be possible after confirmation only if there are vacancies in subject groups. All those holding offers will be expected to attend the Sixth Form Induction Programme in July.
- The number of external applicants may exceed the published admissions number when there are places available in each of the subjects an applicant wishes to study.

4. OVERSUBSCRIPTION CRITERIA FOR EXTERNAL CANDIDATES

Preference will be given on the following basis:

- The best eight GCSE examination score achieved by the applicant.
- In the event of oversubscription by external candidates the best eight GCSE score will be raised to ensure the number of applicants matches the availability of places in the Sixth Form

In the event that a decision cannot be reached, the overriding tie-breaker will be distance from home to school measured in a straight line between the pupil's home and the nearest pupil entrance to the school.

You will also need to check the requirements for the particular subjects you plan to take here; in many cases you will need to have attained a minimum of an A grade if you have studied the subject previously. You will find an outline of the course of study for each subject and the entry grade(s) required in this booklet which is designed to help you choose your course.

Course of Study

In Year 12, we expect our students to choose at least three A Level subjects. However, if you are bright and hardworking it is possible to study four subjects to Advanced Level or to add Extended Project to your three or four A Levels.

Extended Project Qualification (EPQ)

The EPQ involves a lighter workload than other A Level subjects and is taught for less time. Students will complete the EPQ course in Year 13. This is an opportunity to take an area of their A Level courses and develop it, producing a 5,000 word dissertation or an artefact/performance and a 1,000 word report. It involves more independent study and is valued by universities and employers.

Structure of the Sixth Form Years

The pace of Year 12 is faster than the GCSE course and students need to be well organised from the very beginning of it. All courses are linear so their formal assessment takes place at the end of Year 13. Therefore, good attendance is essential until the end of both school years. No holidays are authorised in school time.

Internal examinations will take place in June of Year 12. We will meet anyone who has not achieved CD+D+ at the end of the first year of A Level study and agree an alternative course of study.

Application Forms

Year 11 pupils already at Westcliff must complete the Options form given to them in the Spring Term. Students applying from other schools should complete the blue Course Selection Request Form and get their school to complete the reference, including estimated grades and return it to the Head of Sixth Form as soon as possible. He will arrange a guidance meeting where the estimated grades suggest that they will meet the minimum entrance criteria. Application Forms will be discussed and distributed at the guidance meeting. Students are advised to return forms as soon as they can.

Guidance on choice of subjects

We offer a wide range of A Levels, but concentrate particularly on those which are valued by employers and universities. Our modern world needs creative, independent, self-motivated workers whose knowledge, ability, initiative and confidence will make them flexible enough to succeed in a variety of situations. In the past few years it has become increasingly common to break the traditional barrier between art and science and to choose a course which spans both areas. If you are currently unsure about your choice of subjects do not worry as this will be the basis for discussion in your guidance meeting.

You may be considering starting a new subject, such as Psychology or Government and Politics, and if so we advise you to talk to the appropriate staff about the subject at our Open Evening in the autumn term.

SUMMARY OF THE APPLICATION PROCESS

Year 11 Westcliff Girls Students	Year 11 students from other schools
Guidance Meeting in the Autumn Term	Complete form to request a Course Selection Meeting by December 31
Complete Options Form in March	Complete application form within two weeks. Offers made in February
Attend Induction July 2-3, 2018	Attend Induction July 2-3, 2018