



# **ADMISSIONS POLICY**

**2022-23**

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*Revised May 2021*

## GREENHEAD COLLEGE - ADMISSIONS POLICY 2022-23

The College will be offering a curriculum which concentrates on delivering A Level (or equivalent) qualifications to students aged 16-19. Governors have agreed the following admissions policy for entry in August/September 2022, for which the Enrolment Days will be Tuesday, 30 August 2022 and up to and including Friday, 2 September 2022. Any changes to these dates will be communicated to students and parents/carers in advance.

The closing date for applications will be Friday, 11 February 2022.

The College expects that the demand for places in September 2022 will exceed capacity.

### 1. Applicants from 11-16 partner schools

|              |              |                          |
|--------------|--------------|--------------------------|
| All Saints   | Honley       | Newsome                  |
| Colne Valley | King James's | North Huddersfield Trust |
| Holmfirth    | Moor End     | Royds Hall               |
|              | Netherhall   | Salendine Nook           |

- a) Applicants from the schools listed above will have priority.
- b) Any potential cancellation of GCSE exams in summer 2022 due to COVID-19 will not affect an applicant's place, providing they meet the entry requirements as outlined in points d) and e).
- c) In the potential absence of GCSE exams in summer 2022, applicants will not be required to achieve any further entry requirements (such as sitting entrance tests) to secure their place, other than the ones specified in points d) and e).
- d) In order to access a course at the College, applicants will be required to achieve a minimum of grade 4 in GCSE English Language and GCSE Mathematics, and a minimum of grade 6 in three GCSE subjects. (This may include English Language and Maths.)
- e) Applicants will be required to achieve specific entry requirements for the individual subjects offered by the College.
- f) An applicant who does not meet the College's entry requirements should complete the 'late consideration form' in the first instance (available on the College's website from GCSE results day). If the College is unable to offer them a place for 2022-23, they may ask to defer their place to 2023-24 and seek to meet the College's entry requirements by taking GCSE exams the following summer. They would be guaranteed a place for 2023-24 providing i) they formally asked the College to defer their entry to the following year and ii) they met the College's entry requirements from obtaining improved performance in their GCSE exams.
- g) The College will review these entry requirements should the need arise in order to make adjustments to the number of places available to students for 2022-23.
- h) The College will also review its entry requirements on an annual basis alongside its Admissions Policy.

Note i) English Literature counts as a separate GCSE but is not a substitute for achieving a minimum of grade 4 in GCSE English Language.

Note ii) the specific entry requirements for individual subjects are listed on the College's website and in its prospectus.

Note iii) GCSE equivalents, such as BTEC or Cambridge Technical subjects, are accepted as valid entry onto the equivalent courses listed on the College's website and its prospectus. They are not a substitute for an applicant achieving the general requirements listed in 1d), above.

## 2. **Applicants from all other schools**

- a) Offers of places will be made on the basis of mock, current achievement or attainment grades and/or actual GCSE results presented at the interview and the availability of places remaining on courses.
- b) There will be no geographical priority.
- c) Once an offer is made to undertake a course of A Levels, an applicant must achieve the same minimum requirement stipulated for a partner school student (see section 1, points b-h, above).

## 3. **All applicants**

- a) Students accepted for entry in August/September 2022 will receive offers of places by letter by Tuesday, 3 May 2022 in all cases.
- b) Any responses to a rejection should be made in writing to the Deputy Principal within five working days of the date of the rejection letter. The response of the Deputy Principal will be conveyed in writing by Tuesday, 17 May 2022.

## 4. **Admissions interviews**

Due to the potential continuation of the COVID-19 pandemic, the College may be unable to undertake face-to-face interviews with applicants either in partner schools or directly on site. As interviews will be carried out on a one-to-one basis between a designated member of College staff and the applicant, for safeguarding purposes the College reserves the right to record the interview.

Interviews will be carried out using MS Teams or a similar video link. In such circumstances, the applicant will be advised before the interview that it is being recorded. All interview recordings will be deleted after 20 days unless they are required for a specific purpose, in which case the applicant will be advised. In exceptional circumstances and by arrangement, the applicant (with or without parents/carers) may view the recording of their interview in College but will not be permitted to retain a copy.

## 5. **Looked after children**

Applications from looked after children who would normally attend a partner school but currently attend a Non-Partner School for reasons outside of their control will be treated as applicants from Partner Schools.

## 6. **Applicants with disabilities or learning difficulties**

The College welcomes all students who achieve the entry requirements. Where applicants have a disability or learning difficulty we will endeavour to ensure that there is continuity of support and that they have equal access to the opportunities and experiences offered. This policy has been framed in compliance with the College's Equality and Diversity Policy. More detailed information can be found in the College's Equality and Diversity Policy, SEND Policy and SEND Information Report, which can be viewed on the College website ([greenhead.ac.uk](http://greenhead.ac.uk).) Copies are also available from the College on request.

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|--|------------------|
| <i>Author:</i>                           | <i>Principal</i> |
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| <i>Date accepted by committee:</i>       | <i>N/A</i>       |
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| <i>Date of next review:</i>              | <i>May 2022</i>  |

*“This policy has been impact assessed to ensure it complies with all aspects of Equality and Diversity. Members are reassured that this policy is compliant with current equality legislation”.*