



**Greenhead College
Corporation**

**ADMISSIONS POLICY
2024-2025**

Reviewed May 2023

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 2024, for which the Enrolment Days will be Tuesday, 27 August 2024 and up to and including Wednesday evening on 28 August 2024. Any changes to these dates will be communicated to students and parents/carers in advance.

The closing date for applications will be Friday, 1 December 2023.

The College expects that the demand for places in September 2024 will exceed capacity.

1. Applicants from the following schools ('Local Partner schools'):

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

1. Applicants from the schools listed above will have priority.
2. Any potential cancellation of GCSE exams in summer 2024 due to COVID-19 will not affect an applicant's place, providing they meet the entry requirements as outlined in points d), e) and f).
3. In the potential absence of GCSE exams in summer 2024, 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 4), 5) and 6).
4. In order to access an interview and be considered for a Study Programme at the College, applicants will automatically be entitled to an interview, and arrangements will be made directly by school staff.
5. To be given a conditional offer for a Study Programme at the College, applicants will be required to demonstrate that they are predicted to achieve a minimum of grade 4 in GCSE English Language and GCSE Mathematics, and a minimum of grade 5 in three GCSE subjects. (This may include English Language and Maths). The College will not consider target grades. The College will accept current working at, predicted and mock exam results, as suitable evidence.
6. **The conditional offer grades are not the entry requirements for the College.** They are in place, to be more aspirational and to encourage our Local Partner applicants with an increased opportunity to apply to the College. Applicants will also be required to achieve the College and subject specific entry requirements, at the point of enrolment. These are detailed on the College's website and within its prospectus.
<https://www.greenhead.ac.uk/courses-apply/entry-requirements>
7. The College will also take into consideration the applicant's latest school report/or information received from the school, with regards to attendance and attitude to learning. If an applicant meets the expectations detailed in a) but their attendance (unless extenuating circumstances are clearly demonstrated, with evidence from the school) and attitude to learning DO NOT meet the College's expectations, the College reserves the right to NOT invite them for an interview.
8. An applicant who does not meet the College's entry requirements, for a September 2024 start, 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 2024-25, they may ask to defer their place to 2025-26 and seek to meet the College's entry requirements by taking GCSE exams the following summer. They would be guaranteed a place for 2025- 26 providing i) they formally asked the College to defer their entry to the following year and ii) they

meet the College's entry requirements from obtaining improved performance in their GCSE exams.

9. If an applicant DOES NOT meet the deadlines specified by the College, with regards to applying and providing relevant evidence, the College will close their application and assume that the applicant has decided not to complete the application process. The applicant will have a further opportunity to apply through the 'Late Consideration' process on GCSE results day.
10. Once a conditional offer is made to undertake a course of A Levels (or equivalent), an applicant must achieve the College and subject specific entry requirements, at the point of enrolment, as specified on the College's website and prospectus.
11. The College will review these entry requirements should the need arise to make adjustments to the number of places available to students for 2024-25.
12. 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 (**with the exception of science**), are accepted as valid entry onto the equivalent courses listed on the College's website and its prospectus. One Level 2 BTEC or CTEC qualification will be considered as a substitute for an applicant achieving the general requirements listed in point 5 above, if the applicant achieves a grade of Merit or higher.

2. Applicants from all other schools ('Partner schools'):

1. The offer of an interview will be made on the basis of mock, predicted/current academic achievement or attainment/or actual GCSE results which demonstrates that the applicant is predicted to achieve a minimum of grade 4 in GCSE English Language and GCSE Mathematics, and a minimum of grade 6 in three GCSE subjects. The College will not consider target grades.
2. The College will also take into consideration the applicant's latest school report/or information received from the school, with regards to attendance and attitude to learning. If an applicant meets the expectations detailed in a) but their attendance (unless extenuating circumstances are clearly demonstrated, with evidence from the school) and attitude to learning DO NOT meet the College's expectations, the College reserves the right to NOT invite them for an interview.
3. Conditional offers will be made based on mock, predicted/current achievement or attainment grades and/or actual GCSE results presented at the interview and the availability of places remaining on courses.
4. There will be no geographical priority.
5. If an applicant DOES NOT meet the deadlines specified by the College, with regards to applying and providing relevant evidence, the College will close their application and assume that the applicant has decided not to complete the application process. The applicant will have a further opportunity to apply through the 'Late Consideration' process on GCSE results day.
6. Once a conditional offer is made to undertake a course of A Levels (or equivalent), an applicant must achieve the College and subject specific entry requirements, as specified on the College's website.

3. All applicants

- a) Students accepted for entry in August/September 2024 will receive offers of places by letter by Friday, 3 May 2024 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 within 5 working days.

4. Admissions interviews:

Interviews will be carried out on a one-to-one basis either face-to-face or on Teams between a designated member of College staff and the applicant. For safeguarding purposes, should the interview take place via Teams, the College will record the interview.

5. Looked after children:

Applications from looked after children will be treated as applicants from Local Partner schools. The applicant should declare this, as part of their application process, which can be supported with evidence from their guardian/carer or their school. The Local Authority should also be in consultation with the college, to ensure we can meet the applicant's needs.

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. The applicant should declare their individual learning needs as part of their application process, which can be supported with evidence from their parent/carer or their school.

7. Applicants with an Educational Health and Care Plan (EHCP)

Applications from young people with an EHCP will be treated as applicants from Local Partner schools. The applicant should declare this as part of their application process, which can be supported with evidence from their guardian/carer or their school.

8. Funding eligibility requirements

Greenhead College only accepts students who are eligible for Young Peoples Funding Through the Education and Skills Funding Agency (ESFA). The full funding regulations can be found here. <https://www.gov.uk/government/publications/advice-funding-regulations-for-post-16-provision/advice-funding-regulations-for-post-16-provision-2023-to-2024#student-eligibility>

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) Copies are also available from the College on request.

<i>Author:</i>	<i>Deputy Principal</i>
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"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".