



# Admissions Criteria For Entry into the Sixth Form at Belfast Royal Academy 2018-19

1. The Board of Governors delegates to an Admissions Panel, comprising of the Principal and three Vice-Principals, the application of the admissions criteria to the Lower and Middle Sixth Forms.

## 2. GENERAL POLICY

The School determines the appropriate number of possible admissions so that:

- a. the total enrolment figure remains at or below the number permitted by the Department of Education for Northern Ireland; or
- b. in the event that there are more applications meeting the criteria for admissions to the Sixth Form than places, the school may apply to the Department of Education for approval for additional places. Only if additional places are granted will offers be made to applicants in excess of admissions numbers.
- c. In all cases, the total number of pupils enrolled in the year group will not exceed the school's resources and facilities to provide appropriately for their curricular and pastoral needs.

## 3. ADMISSIONS TO LOWER SIXTH FORM – INTERNAL

Priority for entry to Sixth Form courses will be given to pupils already enrolled at Belfast Royal Academy. All pupils enrolled in Form V at the school who meet the following criteria will have a right to a place in the Sixth Form:

- Pupils will require a minimum of 12 points at GCSE in subjects which are an appropriate foundation for academic study at Advanced Level (on a scale where A\* = 4 points, A = 3 points, B = 2 points and C = 1 point). Short Course GCSEs carry a tariff of one half of a full GCSE (A\* = 2 points, A = 1.5 points, B = 1 point and C = 0.5 points): please note that pupils with 11.5 points will not be admitted into the Sixth Form.
- Pupils will normally be expected to have at least a grade C in both GCSE English Language and GCSE Mathematics.
- If the AS chosen was taken at GCSE, then a B grade is a minimum requirement (except in Mathematics where the minimum requirement is grade A and in Biology, Chemistry and Physics where the minimum requirement is normally grade A).
- For all new AS subjects (either not studied at GCSE or not offered at GCSE), please consult the Sixth Form Subject Choice Booklet for details of the minimum requirement to access a subject.
- Pupils must have a proven record of good citizenship. This includes at least 95% attendance in Forms 4 and 5 (in normal circumstances) up to start of Study Leave in Form 5 - in cases where special circumstances apply, parents should provide medical and/or other reports in support of their application - and not more than one suspension in Forms 4 and 5.

- Pupils must study a minimum of 3 AS subjects. Applicants wishing to study 4 AS-levels are required to gain over 24 points over 5 or more subjects.

#### **4. ADMISSIONS TO LOWER SIXTH FORM- EXTERNAL**

- Students from other schools applying to Belfast Royal Academy, who have satisfied the above academic admissions criteria will be considered for admission to the Sixth Form if there are additional places available. (Please note, however, that pupils with a GCSE in Double Award Science, choosing to study a Science subject at AS must have achieved AA in Double Award Science at GCSE.)
- In addition to satisfying the academic admissions criteria, pupils transferring from another school will be required to demonstrate a proven record of good citizenship. This includes at least 95% attendance in Forms 4 and 5 (in normal circumstances) up to start of Study Leave in Form 5 - in cases where special circumstances apply, parents should provide medical and/or other reports in support of their application - and not more than one suspension in Forms 4 and 5. A copy of the applicant's most recent school report will be required.
- *Pupils coming from other countries which do not use GCSEs will have to provide evidence from an independent source of having achieved at an equivalent academic standard.*

#### **5. ADMISSIONS TO REPEAT LOWER SIXTH**

Pupils of Belfast Royal Academy who meet the following criteria will be considered to repeat Lower Sixth:  
Pupils who -

- (i) have extenuating circumstances (i.e. medical or other problems which may have affected a pupil's performance in Lower Sixth);
- (ii) the Principal recommends would benefit from repeating Lower Sixth at the Academy.
- (iii) have a proven record of good citizenship. This includes having displayed a positive attitude and commitment to AS studies, having attained (in normal circumstances) a minimum overall attendance of 95% or above up to the start of Study Leave - in cases where special circumstances apply, parents should provide medical and/or other reports in support of their application - and not more than one suspension in Lower Sixth.

In exceptional circumstances a final decision to admit a pupil to repeat Lower Sixth may be referred to the Board of Governors.

Parents should note that examination and other fees applicable during the year to be repeated must be paid by the parent/guardian in advance of the pupil being admitted to the year to be repeated.

#### **6. ADMISSIONS TO MIDDLE SIXTH FORM – INTERNAL**

All pupils enrolled in Lower Sixth at the school who meet the following criteria will have a right to a place in the Middle Sixth Form:

- Pupils who have achieved a minimum of three Grade D passes at AS level. If a pupil has repeated the Lower Sixth year, a minimum of three Grade C passes at AS level must be achieved. In exceptional circumstances a final decision to admit a pupil who does not meet the minimum entry requirement for M6 entry will be referred to the Principal.
- Pupils must have a proven record of good citizenship. This includes having displayed a positive attitude and commitment to AS studies, having attained (in normal circumstances) a minimum overall attendance of 95% or above up to the start of Study Leave - in cases where special circumstances apply, parents should provide medical and/or other reports in support of their application - and not more than one suspension in Lower Sixth.

## **7. ADMISSIONS TO MIDDLE SIXTH FORM- EXTERNAL**

- Admission to Middle Sixth Form, which is the year of the principal Advanced level public examinations, will be considered only in exceptional circumstances and if there are additional places available in Middle Sixth.
- Pupils must satisfy the criteria of a minimum of 3 grade D passes at AS level in order to be considered for admission to Middle Sixth. If a pupil has repeated the Lower Sixth year, a minimum of three Grade C passes at AS level must be achieved.
- Proposed A2 courses must be compatible with the pupil's AS qualifications.
- Pupils must have a proven record of good citizenship. This includes having displayed a positive attitude and commitment to AS studies, having attained (in normal circumstances) a minimum overall attendance of 95% or above up to the start of Study Leave - in cases where special circumstances apply, parents should provide medical and/or other reports in support of their application - and not more than one suspension in Lower Sixth.

## **8. VERIFICATION OF DATA**

The Board of Governors reserves the right to require evidence to support or verify information on any application form. This may be requested when an offer of a place is made. It is important that all applicants understand that the provision of false or incorrect information will result in the withdrawal of the place offered.

## **9. APPEALS**

Issues which arise from the admissions process may be raised through the Appeals Panel, comprising three members of the Board of Governors, selected by the Education Committee of the Board of Governors. The decision of the Appeals Panel is final.

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