

## **Harris Federation Post 16 Co-ordinated Admission Scheme**

The Harris Federation Post 16 administers a co-ordinated sixth form application scheme for the following academies:

Harris City Academy Crystal Palace  
Harris Academy South Norwood  
Harris Academy Purley  
Harris Academy Merton  
Harris Boys' Academy East Dulwich  
Harris Girls' Academy East Dulwich  
Harris Academy Beckenham  
Harris Academy Bromley

The Harris Federation Post 16 publishes a common application form which is used by all applicants who wish a place at one (or more) of the above Academies. This application form allows the student to provide up to 4 choices of A levels and/or BTEC combination courses at 3 Academies, and the International baccalaureate at the Crystal Palace site. Copies of the application pack including the form are available from Harris Federation Post 16, 4<sup>th</sup> Floor, Norfolk House, Wellesley Road, Croydon, CR0 1LH. All applicants will be interviewed to counsel them on choices of course for careers and likely suitability for courses. This interview and the information collected other than the home address will not be used in any way to make decisions about the offer of courses which will be solely by application of the criteria below, after taking references from the applicants current school including forecasts of grades. Application forms must be returned to the Harris Federation Post 16 office by 31<sup>st</sup> January to be considered for the following year's entry. Late applicants will only be considered after all on-time applicants have been offered places.

To determine eligibility for admission, the Harris Federation Post 16 will publish specific criteria in relation to minimum entrance requirements for Year 12 based on GCSE grades or other measures of prior attainment. The Harris Federation Post 16 will also publish academic entry requirements for each course available based upon GCSE grades or other measures of prior attainment. These criteria will be the same for internal and external transfers to individual academies and will be published in its prospectus and on each participating Academy's website.

Young people failing to meet the grades for their preferred course option will be offered alternative courses in line with their preferences if places are available within the Harris Federation Post 16.

If Year 12 is oversubscribed in any Academy then, after the admission of students with Special Educational Needs where the Harris Federation Post 16 Academy is named on the statement, the criteria will be applied in the order in which they are set out below, providing the student has met the sixth form entry and course requirements:

a. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special

guardianship order<sup>1</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 functions (see the definition in section 22(1) of the Children Act 1989).

b. The distance of the applicant's home from any Academy offering a suitable preferred course with those applicants living closest being given priority.

Offers of places will be made on a common date on or around 31<sup>st</sup> March each year, conditional on obtaining GCSE or other external examination results. Internal applicants will be offered places earlier – from November onwards. These places will be automatically confirmed on providing evidence of the grades required. Places which become available after GCSE results will be offered to remaining applicants on or immediately after the enrolment day at the end of August.

Each Academy will provide a right of appeal to an Independent Appeals Panel for internal pupils refused transfer and external applicants refused admission.

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<sup>1</sup> An adoption order is an order under section 46 of the Adoption and Children Act 2002. A 'residence order' is as an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).