

Reepham College Admissions Policy:

The school governors control the admission of students to Year 12. They follow all national legislation and any local policy agreements in relation to the admission of students to schools with academy status.

No student will be admitted to the school post-16, unless academic requirements, **as set out in the current prospectus**, have been met and there are places available on chosen courses.

Applications are welcomed from students who are not currently Reepham High School students; the Admission Number for such students is 35% of the total capacity. The academic entry requirements for courses are the same for both internal and external applicants.

In the event of the number of applicants from Reepham High School not meeting its allocation, extra external candidates will be admitted.

In the event of a student achieving the college entry requirements but not the required grades for their chosen subjects as described on their offer, they may be considered on alternative subjects following the over-subscription criteria. If an applicant's grades are higher or lower than expected we would recommend contacting the College on results day to discuss their options.

Applications received after the deadline given in the prospectus will only be considered if space becomes available on the chosen courses and does not exceed the total College capacity.

In the event of the number of such applicants from outside Reepham High School exceeding our capacity, preference will be given using the over-subscription criteria listed below.

Over-subscription criteria

Students in receipt of a conditional offer, who fail to meet their offer entry requirements and those who apply late with the required admission grades will be judged on the following criteria to determine who will be allocated a place. All applications will be ranked in accordance with the criteria below given in order of priority.

- i) Looked after children and previously looked after children who meet the academic entry criteria are given the highest priority.
- ii) Students with a brother or sister who will be attending Reepham High School or College.
- iii) Children of Synergy Multi Academy Trust staff employed on a permanent contract by the school for at least two years at the time of application, or where the member of Synergy Multi Academy Trust staff has been recruited to fill a post for which there is a demonstrable skill shortage. This does not include staff who work on the school site for other employers.

iv) Academic performance. Where applications exceed the number of places available, priority will be given to students with the highest average GCSE points score achieved across all GCSE and equivalent qualifications included in their results. For the purposes of admissions, GCSE grades will be converted to points using the Department for Education GCSE points scale as follows:

Grade 9 = 9 points

Grade 8 = 8 points

Grade 7 = 7 points

Grade 6 = 6 points

Grade 5 = 5 points

Grade 4 = 4 points

Grade 3 = 3 points

Grade 2 = 2 points

Grade 1 = 1 point

The average points score will be calculated by dividing the total points achieved by the number of qualifications included in the calculation.

v) Students living in closest proximity to the College. Using straight line measurement from the main entrance of Reepham College to the main entrance to the child's home.

vi) Students not in the above categories.

In the case of students applying or reapplying for Year 12, having already completed one year of A Level study, they will not be admitted unless:

1. There are exceptional personal circumstances.

2. They are restarting on new courses and there are places available.

Additional Information

By law applications cannot be rejected on the grounds of:

- i) A poor attendance or behaviour record.
- ii) Meetings to discuss options and courses.

In the event of capacity not being reached, the College reserve the right to consider students with special consideration who demonstrate an appropriate interest.

Policy Revised: Spring Term 2026

Policy Review Date: Summer Term 2027