

## **Sixth Form Admissions Appeals Hearing Process – 2025**

Written with regard to the Schools Admissions Code (2014) – Sixth Form.

Beechen Cliff Sixth Form is very popular and provides a sound academic provision, together with a Level Three Sport course in partnership with Bath Rugby. The school sets its own academic entry criteria for admission to the Sixth Form, with regard to the Schools Admissions Code (2014). This policy is ratified annually by the Governing Body. Each potential Sixth Former is interviewed to ascertain the academic levels likely to be achieved and the provisional offer of a place is made on the understanding that the required grades are achieved.

In the case of a child not achieving the required grades the provisional offer is not carried through to become a firm offer. In this case, in line with the provisions of the Admissions Code, the child has a right to request a Hearing.

### **The Hearing Process**

This process takes into account the statutory arrangements which are utilised for entry into Lower School and adapts them to meet the very much tighter time constraints required due to the short period between the publication of GCSE results and the start of the new academic year.

The child must complete a Hearing form and return to the school by 12pm on Tuesday 26th August 2025. The applicant will receive confirmation from the school of the time and date of the Hearing. This will take place prior to the start of the new academic year (1st September 2025).

The Governing Body will appoint an Independent Hearing Member (IHM) and a Clerk for the purposes of the Hearing.

The school will provide the Clerk with the following:-

- An explanation of how the school's admission arrangements apply to the application
- A statement of the reasons for the decision
- An explanation of how admission of an additional child would cause prejudice to the provision of efficient education or use of resources ( the number cap)
- The name of the IHM

### **The Hearing**

- The hearing will be held in private with the IHM, Clerk and applicant(s). It will be possible to provide a remote link for hearing if requested by the applicant, via Google Meet.
- The school will outline its case for refusing admission in a written statement to be provided to the IHM, with reference to the admissions arrangements.
- The applicant will then make the case for the decision being overturned.

- The IHM and Clerk confer to overview the notes made and to ensure all details have been recorded.

## **The Decision**

The decision made should only be made at the end of all Hearings, to ensure that the context is recognised by the IHM making the decision.

In making the decision to uphold or overturn the decision the IHM must:

- Assess whether the school applied the entry criteria to the child
- Decide if there are any circumstances in which the results for the child were not correctly reported
- Decide if there are specific reasons related to welfare which would indicate that a place should be awarded at Beechen Cliff.

## **Communicating the decision**

The Clerk will communicate in writing (email or post) at the end of the last Hearing. It is expected that all applicants will be informed by letter, in email form, by 4pm on the date of the last hearing.

## **What the Appeals Panel cannot do.**

- Enter into a debate with either party on issues raised
- Specify any conditions if it accepts your appeal
- Hear complaints or objections on wider aspects of local admission policies and practice
- Reassess the capacity of the school
- Allocate a place at a school other than Beechen Cliff