

Wigston College

Admission Policy

2025/2026





Wigston College

Sixth-Form Admissions Policy: 2025-2026

1. Introduction

This policy sets out the admissions arrangements for the sixth form at Wigston College. It applies to both external applicants and students progressing from our Year 11 at Trust Schools. Our sixth form offers a high-quality post-16 education to prepare students for higher education, apprenticeships, and employment.

2. Published Admissions Number (PAN)

Wigston College sixth form has a year group maximum capacity of 150 places including both students from Trust Schools and external students entering Year 12. If the number of Trust Schools students transferring from Year 11 is less than the number of places available, additional external students will be admitted up to the overall capacity of the sixth form.

3. Admission to the sixth form

Entry to the sixth form is based on academic ability as demonstrated by achievement at GCSE. All applicants must meet the minimum academic entry criteria for the sixth form **and** any specific requirements for their chosen subjects. Current entry requirements to study Advanced Level programmes of study, are that students are expected to achieve a minimum of 5 GCSEs at grade 5 and above or equivalent. Students **must** also meet all individual subject entry criteria as stipulated on our website.

A reference from the student's current school and a record of good attendance and punctuality is expected.

If students have achieved the grades to take specific subjects but have a grade 3 in English Language or Mathematics, resit classes will be available.

Students who have studied vocational courses along with GCSEs, require a Merit or Distinction to progress on to A Level/Level 3 courses, unless otherwise stated on the course information pages of our website.

Students can take a combination of A Level and other Level 3 courses such as AAQs.

Minimum academic entry requirements apply to both Trust Schools and external applicants, such as specific GCSE grades, including in English Language and Mathematics. Trust Schools' Year 11 students meeting requirements by the deadline

receive a conditional offer based on final GCSE results. External applicants must apply by the published deadline and meet academic entry requirements; if oversubscribed, criteria are used for ranking.

4. Application process

Applications can be made through Positive Steps at Post 16 portal or via the Wigston College website. This will require students inputting predicted GCSE grades and other information online. Applicants will be contacted in January/February and invited to interview. Final enrolment depends on GCSE results and is confirmed at a face-to-face enrolment meeting.

5. Oversubscription criteria for external applicants

If external applicants exceed available places, criteria are applied in order, starting with looked after children. Other factors typically include siblings at the school and distance from the school. A tie for the final place may be settled by random selection.

6. Late applications

Late applications are considered after timely ones.

7. Waiting list

If necessary, a waiting list will be maintained for external applicants, ranked by oversubscription criteria.

8. Right of appeal

Applicants refused a place can appeal and a panel would be convened.

9. Students with an Education, Health, and Care (EHC) plan

Admission for students with an EHC plan is managed by the Local Authority.

10. Retaking Year 12

Only if there are exceptional circumstances that have impacted grades, or grades for entry requirements have changed.

11. Retaking Year 13

This is not an option at Wigston College.

Please note that admissions will close on 30th September, except in cases of exceptional circumstances. The College reserves the right to determine what qualifies as an exceptional circumstance