



## **Post 16 Admissions Policy**

<b>Approved by:</b>	<b>Dolly Goriawala</b>	<b>Date of approval: June 2019</b>
<b>Last reviewed on:</b>	August 2022	
<b>Next review due by:</b>	August 2023	

### **Consultation:**

This policy was written by Kyle Knott, Vice Principal in consultation with all members of SLT and the Principal.

### **Monitoring and evaluation:**

This policy is reviewed annually by the senior leadership team or when self-evaluation identifies the need to review or amend the policy.

## **Admissions**

Star International School Post 16 is committed to providing places on an open-access basis. Our entry requirements are generic and indicative only. The Post 16 is committed to recruiting with integrity. The Post 16 reserves the right to refuse admission to a course in some cases, even where the generic requirements are met. This is in the interests of student success.

## **16-19 Study Programme Requirements**

All our Post 16 pathways are designed to provide structure and a challenging personalised learning programme. Every student in Years 12 and 13 will study academic qualifications that are linked to their future plans.

Students who embark

on a study programme who do not yet have a grade 4 or higher in Mathematics or English will be required to work towards the achievement of these qualifications as part of their programme.

The pathways that students follow will maximise progression opportunities onto the next stage of their education, employment or apprenticeship.

There are two pathways available in Key Stage 5:

- Academic – AS and A-level Qualifications.
- Hybrid – A blend of both A-level qualifications and level 3 BTEC Qualifications.

## **Planned learning hours**

All students must be on a programme that meets the minimum requirements of the Ministerial Decree 883 (*High School Leavers Certificate Requirements*).

Students who have not achieved a grade 4 in GCSE English or Maths must enrol on a GCSE course or at least be working towards GCSE on a suitable alternative qualification e.g. entry level.

This will be agreed upon with the student on enrolment and form part of their student contract.

Subsequent changes to this programme must be agreed upon by the Head of Post 16, but the student must meet the minimum requirements of the MD 883 unless there are extenuating circumstances.

Students' programmes should also contain an element of work, either experience or employability skills. Students will be given the opportunity to experience these aspects within their Year 12 programme.,

Students must also commit to completing their Extended Project Qualification (EPQ) over a two-year period.

## **Entry requirements**

In order to study A Levels:

The general entry requirements for students wanting to study A Level is 5 GCSEs. These must comprise of three subjects at 9-4 (or equivalent, such as BTEC) and a grade 4 in English Language and Mathematics.

However, individual subjects may have their own entry requirements, please see the Post 16 Prospectus 2021/2022.

## **Application Process**

Application for admission into Star International School Post 16 are detailed below. An applicant will only be admitted into Post 16 provided they meet the admission criteria for individual courses; applicants must meet the minimum entry requirements to progress onto A Levels. All those seeking admission into Post 16 must achieve the necessary grades for access onto the courses they have chosen.

### **Timetable for Application and Admission:**

- Post 16 Options Evening for Students and Parents
- Prospectuses
- Post 16 Options Taster Day for Students
- Option cards
- Post 16 Options Interviews with Career Advisor
- Post 16 Final Interviews with Head of Post 16
- All Post 16 options cards signed and returned.

External students can apply for study in Post 16 from January of the previous year. The cut-off date for applications is in October of the new academic year.

### **Post 16 Student Contract**

All students in years 12 and 13 will agree upon an individualised student contract at the start of each year. The main points of the student contract include, but are not limited to:

- Students who are enrolled on AS levels courses must show evidence in their formative assessments and summative mock exams (November) that they are working above a Grade E by the end of Term 1 (December). If students are not working above a grade E then a revised learning contract may be put in place and additional support offered where appropriate.
- Students must maintain an attendance rate of greater than 95% attendance and no unauthorized absence, except in the case of students with known mental or physical health concerns under the supervision of a hospital consultant.
- There must be no disciplinary concerns known to the Head of Post 16. Where a written warning has been given to a student about conduct and a contract has been agreed, a student must have met any conditions specified in the warning in order to remain enrolled on the provision.
- Students must fulfil the full curriculum requirements which include but are not limited to; EPQ completion, full attendance to work experience placements, completion of all CIAG lessons and activities, passing all MOE courses (Arabic Language, Islamic Studies, Moral and Social Studies).

Failure to meet the above conditions may result in a revised student contract, additional support being offered or discontinuation of learning at Star International School, Al Qusais.

## **Progression into Year 13**

Progression to Year 13 is not automatic. Star International School Post 16 re-enrols Year 12 students onto Year 13 courses only if the standards laid out in this paragraph are met.

- Students must show evidence in their formative assessments and summative mock exams (January and May) that they are working above a Grade E by the end of year 12. If students are not working above a grade E then a revised student contract will be put in place and additional support offered where appropriate.
- To continue with an A-level course a student must have achieved a E or above in the subject in their end of year 12 Mock Exams (Internally assessed exam).
- Students must have greater than 95% attendance and no unauthorized absence, except in the case of students with known mental or physical health concerns under the supervision of a hospital consultant.
- There must be no outstanding disciplinary concerns known to the Head of Post 16. Where a written warning has been given to a student about conduct and a contract has been agreed, a student must have met any conditions specified in the warning.
- Students must have met the full curriculum requirements in year 12 which include but are not limited to; EPQ completion, full attendance to work experience placements, completion of all CIAG lessons and activities, passing all MOE courses (Arabic Language, Islamic Studies, Moral and Social Studies).

## **Typical Year 12 / 13 Schedule**

- Subject contact time – 15 - 20 lessons per week depending on the pathway selected.
- 15 hours of learning outside of lessons (minimum).
- Extended Project Qualification – 3 hours per week
- Tutor time – 4 x 15 minutes per week
- PSHE/ CIAG – 1 lesson per week
- Assembly / Enrichment – 1 hour per week
- MOE Arabic – 3 hours per week (Arab passport holders only)
- MOE Islamic – 1 hour 20 minutes per week (Muslim students only)
- PE – 1 lesson per week

## **Please Note**

- We will endeavour to personalise the learning of all students to match their needs.
- Individual A-Level subjects may have specific minimum GCSE grade requirements.
- The subjects listed will be offered in Post 16 subject to sufficient demand and staffing availability.