



# Torquay Girls Grammar School Sixth Form Admissions Policy for September 2025 and September 2026 Entry

Policy Information	
<b>Policy Owner</b>	Headteacher
<b>Issue Version</b>	1.0
<b>Approving Committee</b>	Trust Board
<b>Adopted Date</b>	31 January 2024
<b>Review Cycle</b>	Annual
<b>Last Review Date</b>	February 2024
<b>Next Review Date</b>	February 2026

Applications for the Sixth Form are welcomed from all students (male and female) who would benefit from the post-16 curriculum that is offered at Torquay Girls' Grammar School, subject to the following conditions being met:

- That the applicant is under 19 years of age at the start of their programme of study.
- That the applicant meets the Academic Admissions' Criteria (see Academic Admissions' Criteria below).

The Published Admission Number (PAN) for Year 12 in September 2025 is 40. This is the number of places which will be offered on an annual basis to eligible external applicants. The total number of places in Year 12 available is 200. Entry to the Sixth Form is not subject to coordination by the Local Authority.

Year 11 students at TGGS need only complete an application form to indicate their option choices – all Year 11 students may move on to sixth form if they meet the academic criteria for the courses they wish to take. They can only be refused progression to the sixth form if they fail to meet any academic criteria for progression.

External students wishing to apply for a place, should apply using the sixth form application form available on our website ([Admissions form](#)).

The same academic criteria will be applied to all students, whether they are internal students seeking progression or external applicants seeking admission.

## Academic Admissions Criteria

All students must meet the general academic admissions criteria to qualify for a place in the Sixth Form as well as the specific Admissions' Criteria for the subjects they have chosen.

## Entry Criteria for Year 12

For prospective Year 12 students the general academic admissions criteria are:

- **6 full-course GCSE grades at grade 6 or above.**
- **If English Language and Maths is in addition to the 6 GCSE's above then students should have achieved at least a GCSE grade 5 in both.**

The school will require a GCSE grade of at least Grade 6 in any subject to be studied at A Level as outlined in the school prospectus and on the school website. The exceptions to this are detailed in Appendix 1 at the end of this document.

All Year 12 students are expected to study 3 A-level subjects. It may be possible to study a fourth A-level if there are subject places available in September (see below) **and** it fits with the timetable. Students may also opt to complete one of the AS courses offered alongside their 3 A-level programme.

The Sixth Form timetable is designed to accommodate the greatest number of chosen combinations, but we cannot guarantee that every combination will be possible, so a few students may be asked to re-opt. In such cases their new option(s) will be considered as though they had made them at the time that their application was submitted and in the same

order of preference as the original option(s). Subjects with very small numbers may not be viable and a decision not to run the A-level course may need to be taken by the School's Senior Leadership Team.

## Over-subscription Criteria for Admission to the Sixth Form

All current Year 11 internal students who meet the admissions criteria have a guaranteed place.

For **External** students meeting the admissions criteria, if applications exceed the PAN and reach the total capacity of 200 the over-subscription criteria below will be applied and places are allocated according to the following order of priority:

1. Any child in Public Care or was previously in Public Care<sup>1,2</sup> including those who appear to the admissions authority to have been in Public Care outside of England and ceased to be in Public Care as a result of being adopted<sup>3</sup>.
2. A student from a family that was previously eligible to receive Pupil Premium<sup>4</sup> or Service Pupil Premium<sup>5</sup>.
3. The highest average score for the applicants best 8 GCSE grades.
4. Applicants with siblings who would be studying concurrently at Torquay Girls' Grammar School.

## Tie-break

In the event of a tied ranking for the last available place, proximity to the school will be used. This will be determined by measuring a straight line from the main school Reception front door to the front door of the house address of the applicant, supplied on the application form. To measure this distance, we will use Google Maps.

## Appeals

The TGGS Admission Panel will consider the admission of students who fail to meet the stated criteria for any course. Those wishing to appeal must submit in writing the reason(s) for consideration to the Admissions Panel via the Head of Sixth Form. The panel will meet as soon as is practical on Results' Day. The expectation is that significant issues will be communicated to the Head of Sixth Form or Head of Year 11 **prior** to Results' Day.

If your appeal has been turned down then an appeal can be made to the Trustees, via the Governance Professional. This will be considered during the first week of the academic year. Reasons for the appeal must be made in writing alongside a written decision from the school's admissions panel. If your appeal is still unsuccessful you can make representation to an independent appeal panel.

**Footnotes:**

1. Children in Public Care (Looked After Children)/Previously Looked After Children 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. 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 at the time of making an application to the school). An adoption order is an order under section 46 of the Adoption and Children Act 2002. A child arrangements order is 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).
2. In the case of a 'looked after child' or 'previously looked after child' supporting documentation must be submitted to the school at the time of application.
3. A child is regarded as having been in Public Care or previously in Public Care in a place outside of England, if the child was accommodated by a Public Authority, a Religious Organisation or any other provider of care whose sole purpose is to benefit society. Supporting evidence of previously looked after status must be submitted to the school prior to sitting their test.
4. The Pupil Premium is additional funding paid annually to schools under section 14 of the Education Act 2002 for the purposes of supporting the attainment of disadvantaged children. The school will require independent and verifiable evidence of Pupil Premium entitlement in the requisite period from a reliable source such as a local authority.
5. Students who are entitled to Service Pupil Premium are those whose parents are serving in the armed forces, those who have died in action or left due to injury or who has a parent who is on full time reserved service – ref Service Pupil Premium: what you need to know - GOV.UK ([www.gov.uk](http://www.gov.uk)) . The school will require independent and verifiable evidence of Service Pupil Premium entitlement in the requisite period from a reliable source.