

Brampton College Admissions Policy

Aims

The aim of this policy is to identify and admit students who will benefit from an academic education and who will contribute to the ethos and activities of our College community. We will only admit a student who has met the academic criteria.

Equal treatment: We welcome students of any ethnicity, religion or background. Human rights and freedoms are respected but must be balanced with the lawful needs and rules of our College community and the rights and freedoms of others. All candidates for admission will be treated equally and in compliance with the Equality Act 2010 which stipulates the following protected characteristics:

- Age (Brampton admits students from age 15 who are chronologically in Year 11 in the UK)
- Gender reassignment
- Being married or in a civil partnership
- Being pregnant or on maternity leave
- Disability
- Race including colour, nationality, ethnic or national origin
- Religion or belief
- Sex
- Sexual orientation

We will also treat students equally irrespective of their or their parents' background, previous school, educational background, property ownership, employment history or background, employment status, address or post-code.

Disability and special educational needs: The College will do all that is reasonable to comply with its legal and moral responsibilities under the The Children's and Families Act: section 69 and the Special Educational Needs and Disability Act 2014 to accommodate the needs of applicants who have disabilities for which, with reasonable adjustments, the College can cater adequately. The College complies with the 0-25 Special Educational Needs and Disability Code of Practice. Some of the college's facilities are accessible to disabled students, for those that are not, we will make reasonable adjustments.

The College needs to be aware of any known disability or special educational need which may affect a child's ability to take full advantage of the education provided at the College. Parents of a child who has any disability or special educational need should provide the College with full written details at the time of application, or subsequently during the interview process.

Brampton welcomes applications from students with Special Educational Needs (SEND), however we ask parents or applicants to fully disclose any such information in as much detail as possible at interview and/or enrolment. This is to ensure that we are able to provide the student with full access to our curriculum. We will not discriminate against a student with SEND but full disclosure of the details of any need as early as possible in the process allows us to prepare our support for that student and make any reasonable adjustments necessary to support their learning. Such evidence may be in the form of an educational psychologist's report, EHCP or evidence of the previous award of an access arrangement (AA). If no evidence exists, but parents or applicants suspect that an assessment may be appropriate, we also ask for this to be disclosed.

The College needs this information so that, in the case of any child with particular needs, we can assess those needs and consult with parents about the adjustments which can reasonably be made to cater adequately for the child's needs both during the admission process and if an offer of a place is made. Similarly, if special educational needs or a disability become apparent after admission, the College will consult with parents about reasonable adjustments that may allow the child to continue at the College. Further details of this process can be found in the colleges' SEND policy.

If the SEND or other requirements of the applicant are likely require a level of support and/or adjustment the college cannot reasonably make, we will consult parents in order to determine whether an offer of a place can be made or whether an alternative provision may be more suitable for that applicant. Full disclosure at the time of application is therefore essential.

Additional notes on prospective students with EHCPs

Education, Health and Care Plans (EHCPs) are designed to embrace all the needs that a child or young person has within education, health and care. It is important that full details of a student's needs and any required adjustments are disclosed as soon as possible after we request them. Where a prospective student has an EHCP, a copy of the completed report or documentation must be forwarded to us. If the EHCP or associated documents suggest the need for a degree of adjustment and/ or level of support which the College cannot reasonably make, we will consult parents and, where appropriate, the Local Authority to determine whether an offer of a place can be made. Subject to the College's obligations under the Equality Act (2010) to provide reasonable adjustments, including auxiliary aids and services, any additional services that are needed to meet the requirements of the EHCP may need to be charged either directly to the parents or to the Local Authority if the Authority is responsible for the fees and the College is named in the EHCP. An offer of a place at the College will only be made if the college feels that it has sufficient capacity to properly meet the student's needs as set out in the EHCP.

International Students

Brampton accepts applications from students from any country in the world. Although students from other countries may not have had the opportunity to sit GCSEs or to participate in a British curriculum, our entry requirements remain fundamentally the same in that we would apply the principles outlined in entry criteria and, in particular, our 'general statement' (above). Applicants applying to Brampton who are resident overseas or who are foreign nationals living in the UK are required to demonstrate that they have the right be in the UK for study. For students coming to Brampton and therefore to the UK for the purpose of studying, we are a UKVI (United Kingdom Visas and Immigration) Student sponsor licence holder and we are able to issue a limited number of CAS (confirmation of acceptance for studies) numbers which applicants can use to apply for either a Child Student Visa or Student Visa (formerly known as a Tier 4 visa).

Students applying to Brampton who require a CAS will have an interview with a member of the Senior Leadership Team or Senior Director. This interview will form part of the assessment of the applicant's English language skills. Given the age profile of most of our international applicants, most will apply for a Student Visa (rather than a Child Student Visa) and will therefore also need to demonstrate their English Language level via the IELTS exam system, or other test approved by UKVI for Student visa application purposes. We will also ask for an academic transcript from the previous school to be provided and translated if necessary.

A CAS will be issued along with an unconditional offer letter on receipt of the payment of the deposit for international students of £4,500 only when the college is satisfied that the applicant meets our entry criteria and is likely to meet the academic and non-academic requirements to be issued a visa by UKVI. This includes the financial requirement to hold a certain level of funds in a bank account for

defined period. Further details of this process can be obtained on request from the college. In the case of applicants under the age of 18, the college will also need details of the arrangements that are in place for the student's care while they are in the UK and will not be able to assign a CAS until satisfied that those arrangements meet the requirements of the Immigration Rules and are otherwise suitable.

Applicants who are already holding a CAS and Student (or Child Student) visa from a previous school and are in the UK at the time of application, assuming they meet the academic and non-academic requirements outline above, may be issued a CAS by Brampton. In order to begin their studies, applicants need to evidence that they have made an application for a Student/Child Student visa using the Brampton-issued CAS before the expiry of their previous visa. Applicants must then inform the college immediately if their application for a visa is later rejected or refused.

Procedures

Summary: Our admission procedure has three elements:

- Interviews;
- Academic references;
- Evidence of prior attainment.

Interviews: In all cases there will be a general interview to explore the applicant's interests, attitude to study, personal qualities, ability to contribute to the College community, support available at home and any relevant connection with the College. This interview will be with either the Principal, Senior Director, member of the SLT, Head of Year or a designated 'Lead Interviewer'.

Academic reference: The Head Teacher of the applicant's current school will be asked to provide a written reference as to the applicant's academic ability, attitude and behaviour, skills and interests, and any other special circumstances such as special education needs, or a disability. The school will also be asked to provide predictions for any public examinations to be taken prior to admission, usually GCSE examinations.

Evidence of prior attainment: At the interview stage, the applicant will be required to bring evidence of prior attainment, for example public exam results slips, copies of end of year assessments taken at school and the latest school report.

Entry Criteria

General statement: We are looking to recruit hard working, well-motivated students with solid academic foundations. In cases of uncertainty we will set an assessment for the student or work that can be completed and returned at a later date, or ask them to complete work at the college under supervision. We do not have an entry test, but may assess any such work completed to determine suitability for a particular programme. On occasion, e.g. where students have been educated outside of the UK system, or if the interviewer is concerned about their level of English, we may ask a student to sit a test relevant to their subject choices or to determine their ability to use English.

Admission for A level: Our main criteria for entry are the ability to demonstrate the motivation and commitment as well as the background skills, knowledge and aptitude necessary to complete the A level courses successfully. Such factors cannot always be defined, therefore our preference is to evaluate these factors on an individual basis through the interview process.

The academic profile of our A level students varies, although the majority have obtained at least some 7/A at GCSE/IGCSE level and we prefer at least 5 at 7/A. Applications from students who have achieved a grade 5/C (or lower) at GCSE or IGCSE level will be considered on an individual basis and may be admitted if they demonstrate particular aptitude in one or more subject areas. Our preference is that students have at least a 7/a in subjects to be taken at A level, and a grade 8 in GCSE Maths for students taking A level Further Maths.

Admission for GCSE: Each year we accept a limited number of GCSE students. They comprise a mixture of students who have already completed Year 10 at school and are transferring to Brampton College for the final year of their GCSE programme, international students wishing to complete their GCSEs in one year and integrate into the UK educational system. Other students may have been home-schooled for the period leading up to Year 11 or may be re-sitting some or all GCSEs. Each student is interviewed by the Head of GCSE or another senior member of staff to assess their suitability for the course.

Special circumstances: We recognise that an applicant's performance at school may have been affected by particular circumstances, for example:

- If the candidate was unwell when taking tests or has had a lengthy absence from school;
- If there are particular family circumstances such as a recent bereavement;
- If there is relevant educational history, for example education outside the British system;
- If the candidate has a disability or specific learning difficulties;
- If English is not the candidate's first language.

In any of these cases, we may request further information such as a medical certificate or an Educational Psychologist's report and any associated correspondence or details from the student's current or previous schools (including samples of work) as we consider necessary to make a fair assessment.

Admission in August and September

Some students apply to study at the College in the period after the publication of the A level results (typically in mid-August). At this time each student will have a detailed assessment with the Principal, Senior Director, member of the SLT, Head of Year or a designated 'Lead Interviewer'. As far as possible they will also be assessed by any relevant subject teachers. In the case of students intending to resit their A levels the interviewers look particularly carefully at the circumstances of their first sitting so that improvements can be made.

Securing a place

Successful applicants are issued with an offer letter. In order to enrol secure their place they need to complete an enrolment form and pay a non-refundable deposit of £1,750 (£4,500 in the case of an international student). Any offer of a place at A level is subject to students meeting the academic requirements stipulated in this policy and as sent to them with the offer letter or prior to the interview. The offer of a place is for the courses detailed in the offer letter only. If applicants do not meet the criteria for the programme they have applied for, we may offer an alternative programme at the same level or a different level to the one they applied for. Applicants are not obliged to accept this alternative offer and the deposit would be refunded if they chose not to enrol at this point.

Parents and students are required to read our Terms and Conditions and if they enrol we will assume they have read and agreed to these. We ask that they read the sections relating to withdrawal from the

college after enrolment particularly carefully in order to understand their liability, should they decide not to join Brampton after the offer has been accepted.