



The Gryphon School

The Gryphon Sixth Form Admissions Policy

This document sets out the Policy of The Gryphon School as a Church of England Academy with respect to admissions to Sixth Form. For the purposes of this policy, the Governing Body of the School is the admission authority.

Admission of Students – General Principles

- The School follows the national Schools Admissions Code.
- The School serves Sherborne and a wide area of North West Dorset and South Somerset.
- As the secondary school for all Sherborne our Christian religious character is highly inclusive, embracing those of faiths and of no faith.
- Admission arrangements are consistently and equally applied to all.
- The Sixth Form has 450 places. Approximately 40% of places are taken by external students every year. The admissions number for Year 12 is 250 but this may be higher depending on the numbers of places in each subject and the combinations of subjects chosen.

Applying for a place at The Gryphon Sixth Form

There are academic entry criteria to join the Sixth Form and to take certain courses, which are the same for internal external students. The details of these criteria and the key dates for application are published each year on the website.

Admissions outside Chronological Age

Only in exceptional circumstances, where a child is outstanding in every respect, will a child be considered for early or above their chronological year. It will also only be considered through the agreement of the Head teacher, conjunction with other professionals, where they have identified exceptional medical, physical, social or/and reasons for this.

In year Admissions

Applications outside the normal admissions round should be made directly to the school. A formal application must be made in all instances with relevant information attached to the application.

School Transport

Full information on the alternatives for transport to the Gryphon Sixth Form are available on the school website. includes the support for transport and the routes to the school.

Withdrawal of School Places

Places will only be withdrawn where a place has been offered in error by the admission authority and the affected have not yet started at the preferred school; a place has been offered on the basis of a false, fraudulent or misleading application; the place has not been taken up by the agreed date – the parent will be contacted in advance of withdrawal of a place; or the place has been declined by the parent.

Waiting Lists

If the school is oversubscribed for children due to start in 2026-2027 a waiting list will be maintained. The position on the list will be determined by applying the published over-subscription criteria and not by date of receipt. This will mean a list will change if a later application is received from someone with higher priority according to the over-subscription criteria. Existence of a waiting list does not remove the right of appeal against any refusal of a place from any unsuccessful students. Parents can apply to have their child's name placed on a waiting list for a period of one term following refusal. If parents wish to keep a child on a waiting list beyond this term they will need to write in for an extension each term.

Appeals Procedure

Parents have a right of appeal to an independent panel against the decision of the Governing Body to refuse application for school place. Details of the appeals procedure are sent out with all refusal letters.

OVERSUBSCRIPTION CRITERIA

Where all parental preferences for places at the school can be satisfied, all children seeking a place will be admitted. If there are too few places available to satisfy all preferences, places will be allocated according to the following priority

1. **Looked after or previously looked after children**, i.e. a “Child in Care” means any child who is in the care of a authority in accordance with Section 22 (1) of the Children Act 1989. A child who was “previously a Child in means a child who after being Looked After became subject to an Adoption Order under Section 46 of the and Childre n Act 2002, a Residence Order under Section 8 of the Children Act 1989 or Special Guardianship under Section 14A of the Children Act 1989.
2. Where a **Child Protection Order or Child in Need document** identifies that there is a need for the child to educated in a school closest to home or in an identified particular school/setting for their own
3. **Children who have a physical or medical disability** where the identified school would be the only school specially adapted facilities to support the needs of the child or, in the case of the condition resulting in prolonged recurring absence each year, would be best supported attending a particular school. This must be fully supported by a community paediatrician or consultant.
4. **Children living within the school’s catchment area who will have a sibling* (s) attending the school at the time admission.**
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7. **Children living outside the school’s catchment area and who were attending one of the preferred recognised maintained feeder schools during the previous year.**
8. **Children living outside the school’s catchment area and whose parents wish them to attend a Church of school on denominational grounds***
9. **Children of staff** with at least two years continuous service at the school or who have been recruited to a vacancy meet a demonstrable skills shortage as at the date of application (in year) or relevant closing date under the LA ordained scheme (normal year of entry) and who still intend to be employed at the school at the time of the admission.
10. **All other children living outside the school’s catchment area.**

If oversubscribed within any of the priority order categories above, places will be allocated on the basis of the straight line measurement using a geographical information based system which identifies an Easting and Northing for home address and the school building and calculates the distance between the two locations. NB. School transport is on walking and driven distances.

Notes

4. The term ‘sibling’ means full brother or sister, half or step brother or sister, adoptive brother or sister and other nonrelated children who live with married or cohabiting parents in the same household and relates to all year groups by the school.
8. In order to qualify for consideration under this category, parents/guardians will need to show that at least one adult member and the child to whom the application relates have been attending their local church at least once a month for minimum of a year prior to the closing date for applications. The application must also be supported by a written from the vicar/priest/minister or leader of the church confirming this.