# HAVERFORDWEST HIGH VC SCHOOL

# Sixth Form Admissions Policy 2026-2027

## Haverfordwest High VC School
## Sixth Form Admissions Policy

All applicants will be considered for entry into Haverfordwest High VC School (HHVCS) Sixth Form provided they meet the entry criteria for individual courses and that there are sufficient spaces to meet their requirements. The school's sixth form admission arrangements come under the umbrella of the Council's admission arrangements for Community and VC Schools.

## 1. Roles and Responsibilities

The responsibility for determining the admissions policy for Voluntary Controlled Secondary School Sixth Forms is that of the Local Authority. Administration of sixth form admissions is delegated by the Local Authority to the voluntary community secondary schools.

## 2. Start Dates

All students are required to start on, or the first school day after, 1 September 2026.

## 3. Qualifications Criteria

All students must have obtained a minimum of **5 GCSEs** in order to enter the Sixth Form (grade C or above). This must include English Language and either Mathematics or Numeracy GCSE, in order for students to study 3 A Levels plus the Skills Baccalaureate Wales. Should a student achieve 5 or more A*s at GCSE then they may select 4 A Levels.

| AS Level Subject | GCSE Entry Requirements |
|---|---|
| Art and Design | C/Pass in Art or a personal portfolio |
| Biology | BB in Double Science, including a B Biology |
| Business Studies | B in Business Studies or English Language (B in English Language if Business not studied at GCSE) |
| Chemistry | BB in Double Science, including a B in Chemistry |
| Criminology | B in English Language |

English Literature B in English Literature

Geography B in Geography or a B in Maths and English Language if Geography not studied 2




| | at GCSE |
|---|---|
| Health and Social Care | C in English Language and Science |
| History | B in History or English Language if History not studied at GCSE |
| ICT | B in ICT |
| Mathematics | B in Mathematics (Higher Tier) |
| Further Maths | A in Maths and Numeracy. Must also study A-Level Maths. |

| | |
|---|---|
| LLS Sport | C in English Language |
| Music | B in Music |
| Physical Education | B in PE theory paper or Science equivalent |
| Physics | BB in Double Science, including a B in Physics |
| Psychology | B in English Language and Science |
| Religious Studies | B in English Language or RS |
| Sociology | B in English Language or Literature |
| Product Design Technology | C in Design & Technology, STEM or Art. |

## 4. Expression of Interest

Following the Sixth Form Evening (**29th January)** students should complete the 'Expression of Interest' form which will be available on the HHVCS Sixth Form Website and will be emailed to all Sixth Form Evening attendees (ensure you log your email on arrival). This should be submitted within 1 week (**9:00 am Thursday 5th February)**. Please note that **this is not an application form**. Students will receive an acknowledgement of receipt of their Expression of Interest.

Forms received after the above date will still be considered but will be classed as a 'Late Expression of Interest'.

## 6. Application Process

1. Once results have been issued (**on GCSE Results Day**), students who have submitted an Expression of Interest Form for HHVCS Sixth Form will receive an email with a link to a form which they will need to complete and return as their 3 formal application for a place at our Sixth Form. **This is classified as the Application Form.** They should select their final subject choices and submit the form by 11am on GCSE Results Day.

2. External students must supply the Sixth Form team with a copy of their GCSE results on Results Day for their application to be considered and complete the electronic application form. They must email their results to sixthform@haverfordwesthigh.co.uk by 11am on GCSE Results Day. This would be

their formal application for a place at HHVCS Sixth Form.

3. Confirmation of Places

Following receipt of the application form, a pupil will be informed of one of the following outcomes:

a. they have secured a place at HHVCS Sixth Form and their chosen subjects

Or

b. confirming their place but inviting them to contact the school as subject choices need adjustment

Or

c. a letter to inform them that they have not met the entry requirement for a place at HHVCS Sixth Form and that PCC Admissions team will be in contact.

Please note that priority will be given to HHVCS students.

## 7. Criteria for Refusal

An application could be refused on any of the following grounds:

a. The applicant does not meet the entry requirements as outlined in the latest school prospectus.

b. An application is received after 4 weeks from the start of term (unless the applicant's permanent address is changing to Pembrokeshire).

The decision to refuse a place rests with the Head Teacher and Local Authority but notification will be provided by the Local Authority. The outcome of a refusal will be sent via email and letter to both learner and parent (if contact details have been supplied).

## 8. Oversubscription Criteria



In the case of oversubscription for a place on a particular course the following criteria will be used to allocate the available places:

- Children with Haverfordwest High maintained Individual Development Plans or an Education Health & Care Plan are required to be admitted to the course. The admissions authority does not have the right to refuse admission for the course.
- Young Person Looked After and all previously Looked After Children. Previously looked after children are children who were looked after, but ceased to be so

because they were adopted (or became subject to a child arrangements order or special guardianship order ) immediately following having been looked after.

- Priority consideration will be given to HHVCS students.
- Pupil attainment in the subjects they wish to study (UMS scores will be used).
- Pupil Effectiveness scores or attitude to learning scores.
- Pupil attendance.
- Pupil suitability to the course.
- Date of receipt of application of interest form.

HHVCS applicants' internal data will be utilised for the above process and the schools of the external applicants will be contacted for them to provide the above data.

## Tie Breaker

Priority will be given within any of the above oversubscription criteria to the applicant whose permanent home address is nearest to the school in terms of radial distance. Distances will be measured consistently, using the Local Authority computerised mapping system and the distance will be measured as a straight line between the Land Property Gazetteer address points for the respective home address and school. Where the school is oversubscribed, further information will be required to verify the home address e.g. council tax or utility bill.

## 9. Waiting List

Subject waiting lists will be held.

## 10. Late applications

If an application is received after the deadline and before the date parents are notified of places, this will be considered 'late'. Late applications will be considered after the allocation of places and notified after the main allocation date, unless exceptional circumstances apply, e.g. hospitalisation of a parent or a family has just moved into the area. In such instances, evidence will be required.



## 11. Right to Appeal

The student and/or the parents of students who are not offered a place, have the right to appeal against non-admission by following the Pembrokeshire County Council Schools Appeals process. Further information about the process can be found on the Pembrokeshire County Council website by following the following link - Appeals. As noted in the Appeals booklet all appeals must be submitted to PCC within 10 working days of the notification of

the decision to refuse.

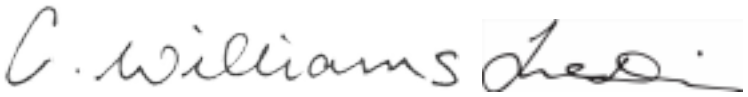
## Contact Details

**Head of 6th Form**: Mrs Laura Buffee l.buffee@haverfordwesthigh.co.uk

**Achievement Leader**: Mr Lee Elson l.elson@haverfordwesthigh.co.uk

**Admin Support**: Mr Kennerley w.kennerley@haverfordwesthigh.co.uk

**Pastoral Support:** Mr Geraint Sayers g.sayers@haverfordwesthigh.co.uk

Signed:  Mrs Christine Williams - Chair of Governors Mr J Davies - Headteacher Date: 02/02/2026