



## **16-18 Provision (“Sixth Form”) - September 2026 Expression of Interest / Admissions Policy**

**Application to Epina y Sixth Form will be by an Expression of Interest form to be completed & returned to Epina y School (Sandra Stephenson, Head’s PA [sstephenson@epina y.org](mailto:sstephenson@epina y.org)) by **Friday 21st November 2025****

Epina y Sixth Form aims to offer a range of academic and vocational qualifications to our post 16 students and many of these require prior study. Our policy is to ensure that the students accepted into the Sixth Form can be placed on appropriate courses where they are likely to succeed to their full potential.

Students are invited to attend the open evening in the autumn term and invited to attend an induction days in the summer term. Places are available to students in Year 12 and Year 13. Year 14 students can also apply when their 18th birthday falls after the last Friday in June of the study year.

We accept external applications from students with EHCPs wishing to transfer from other institutions as well as Phase 4 students from Epina y School. Students are asked to select provisional course preferences. This is not a firm commitment and they will be able to reconsider their options choices after receiving official results and in light of the Sixth Form timetable.

Names of all students expressing an interest for an Epina y Sixth Form place at their EHCP meeting will be given to the Local Authority for transition information. The Local Authority SEND Panel will meet and finalise the names of those students who are successful in gaining a place at Epina y Sixth Form. Students are named at Epina y Sixth Form by the Local Authority SEND Panel and not by Epina y School.

Admission to Epina y Sixth Form will be determined by the Local Authority SEND Panel in accordance with the following criteria in the order set out below.

All students, including those already enrolled at Epina y School, must meet the criteria below:

- (i) the student has an active EHCP;
- (ii) there is a suitable course available with a vacancy;
- (iii) the student has demonstrated a commitment to their studies pre 16, evidenced by their school and/or progress and attendance report

The Local Authority SEND Panel will consider all applications received by the published deadline.

If a subject/course is oversubscribed or the number of applications exceeds the capacity of Epina y Sixth Form the following criteria will be used by the Local Authority SEND Panel (in order):

- (v) criteria (i) to (iii) above have been met;
- (vi) looked-after students (children in public care);
- (vii) students are resident in South Tyneside;
- (vi) students will, in the opinion of the selection committee, benefit from the group work and vocational offer; and



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(vii) at the discretion of the Head Teacher

Students who are refused a place in Year 12 are entitled to appeal to an Independent School Appeal Panel. Further details of the appeal procedure will be provided on request to the Local Authority SEND Department.

#### Notes

- Entry into Year 13 for external applicants will depend on the courses required, the availability of a place within that group and the student’s results from any modules taken in Year 12. Examination Board compatibility is also required. Students who have completed Year 12 at Epina y Sixth Form can only enter Year 13 if they have fulfilled the appropriate course requirements; likewise for Year 14.
- A student ceases to be an Epina y School student on accepting and attending any course at another institution. Students who were in Year 11 at Epina y School who wish to join Epina y Sixth Form **must do so** through their EHCP meetings and via the Expression of Interest form.



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**Please complete and return this form to Sandra Stephenson, Head’s PA by  
Friday 21st November 2025**

Please note, this Expression of Interest does not guarantee a placement at Epina y Sixth Form  
All Expressions of Interest will be considered in line with the policy detailed above

<b>Name of student</b>	
<b>Signature of student</b>	
<b>Student’s date of birth</b>	
<b>Name of parent/carer</b>	
<b>Signature of parent/carer</b>	
<b>Address</b>	
<b>Parent Telephone number</b>	
<b>Parent Email address</b>	
<b>Needs identified in the student’s EHCP (including any diagnosis &amp; medical information)</b>	
<b>Does your child travel independently?</b>	<b>Yes / No (If no complete below)</b>
	<b>Does parent/carer support preparation for independent travel especially for work placements?</b>



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**Please detail why your child would benefit from attending Epina Sixth Form. Please include information on qualifications & preparation for adulthood / personal development:**



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<b>Student’s interests:</b>		
<b>Work Placement ideas (linked to interests):</b>		
<b>Job(s) the student would like to do in the future:</b>		
<b>Signatures:</b>	<b>Student:</b>	<b>Parent/Carer:</b>
<b>Date:</b>		



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To be completed by Epina School

Further information:

<b>Name of student:</b>	<b>Current school:</b>	<b>Attendance this academic year:</b>
<b>Band:</b>	<b>Range:</b>	<b>Diagnosis:</b>
<b>End of Year 11 Predictions:</b>	<ul style="list-style-type: none"> <li>• Maths</li> <li>• English</li> <li>• Science</li> <li>• Other subjects and prediction</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>
<b>How will the above qualifications be built upon in Y12 / 13 at Epina Sixth Form?</b>		
<b>End of Year 13 Predictions:</b>	<ul style="list-style-type: none"> <li>• Maths</li> <li>• English</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> </ul>
<b>Signatures</b>		
	<b>Connexions/careers advisor:</b>	<b>School Lead:</b>

School checklist:

- Signed expression of interest form YES / NO
- EHCP YES / NO