



UTC Cambridge

Admissions Policy – Year 9, 10 and Year 12

UTCC Member of SLT: Principal
Designated Governor: Chair of Governors

Associated documentation

UTC Cambridge Prospectus

UTC Cambridge Vision

UTC Cambridge: Delivering Future Scientists

UTC Cambridge Mission

Through an innovative curriculum, developed with leading scientists from industry and academia, UTC Cambridge builds bespoke learning solutions delivered in a state of the art science and technology environment that empowers students to manage their academic and career development.

UTC Cambridge Values

We set ourselves challenging goals, are agile and resilient, to achieve our personal best.
By respecting one another we enhance our experience and benefit from different perspectives.
We take individual responsibility, ensuring team delivery.
By respecting our environment, our world, we make a difference.
We celebrate positive contribution and aspire to excellence.
We are morally and ethically responsible in scientific and environmental innovation.

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Review date: February 2018

1. Overall Approach

The Governing Body of UTC Cambridge (UTCC) is the admission authority for UTCC. This means that it is the Governing Body that sets and applies the admissions policy for UTCC. All policy decisions regarding the admissions of young people into UTCC are made by a sub-committee of the Governing Body. UTC Cambridge manages its own admissions

arrangements as set out in this policy.

UTC Cambridge is intended for all abilities of student and our admissions policy is built around a fundamental core of fairness and transparency and is therefore inclusive, and will meet the requirements of the prevailing Schools Admissions Code

The admissions philosophy is to widen access to, and participation in a high quality hands on science and technology based curriculum designed to meet the needs of individual students, employers and HE Institutions, now and into the future.

2. Published Admission Numbers (PAN)

The UTC Cambridge has the following agreed admission numbers. It is still in the growth phase and identified the following Admission numbers for 2016-17 and 2017-18.

2016-17 and 2017-18

	Year 10	Year 12
Maximum number of students	125	210

There will be automatic right of transfer, via the UTCC application process, to the post-16 provision from Year 11 for existing UTCC students (max. 125) who meet the minimum entry requirements. Therefore, there will be at least 85 year 12 places available for new entrants to the UTCC each year, more if not all Year 11 students transfer, up to the 210 Year 12 place limit. UTCC will apply the same academic entry requirements as it does to students already on roll in the UTCC and, if a tie-break is necessary to determine who is admitted, it will apply oversubscription criteria in paragraph 10.

In 2018-19 UTCC is amending the Maximum number of students admitted

	Year 9	Year 10	Year 12
Maximum number of students	50	50	100

In 2018-19 there will be the introduction of a year 9 cohort to reflect the growing trend of developing provision for three year GCSE courses. The automatic right of transfer, via UTCC application process, to the post-16 provision from Year 11 for existing UTCC students who meet the minimum entry requirements continues.

3. Catchment

UTCC is designed for the benefit of the Cambridge sub-region (Cambridgeshire, North West Essex, West Suffolk and East Hertfordshire), and the catchment area is therefore the whole of Cambridgeshire and the area within a 25 mile straight line radius of the main student entrance to

UTCC (The distance, for admissions purposes, is measured using the straight line distance from the reference point for the home address to the main student entrance to the UTCC as determined by a digital mapping system. UTC Cambridge takes into account that in such cases of parents having shared responsibility, but living at separate addresses, that one parent residence is located within Zones 1 or 2 respectively.

Should UTCC be under-subscribed all applicants, both within and outside the Cambridge sub-region, will be offered a place.

4. How places are offered

All students with statements of Special Educational Needs, where UTC Cambridge is named on the statement, will be admitted. (NB: However, the college is not suitable if admission is prejudicial to the efficient education of other young people.)

Entry for Post-16 study at UTCC is based on previous attainment as follows:

- i. Academic Pathway (A Levels): Minimum entry requirements 7 A*-C at GCSE (Average GCSE score of 48 including Triple Science (BBB) and Maths (A or B, course dependant).
- ii. Applied Technical Pathway (BTEC): Minimum entry requirements 5 A*-C GCSE (Average GCSE score of 42 including Double Science (BB) or Triple Science (CCC) and Maths (C).

5. Oversubscription Criteria

The oversubscription criteria uses a two zone system as the allocative method to ensure geographical spread. If two or more applicants cannot be otherwise separated, independently verified random allocation of places will be used as a tie-break for applicants.

Applications will be considered against the following criteria and in the order in which they are set out below:

- i. Any Looked After Children (LAC) in the care of local authority and previously LAC, who ceased to be so by reason of adoption, a resident order or special guardianship order who wish to attend UTCC.
- ii. If there are more applicants than remaining places available, places will be allocated proportionally to one of two sub-regional zones:
 - a. Zone 1: 40% of places are allocated to applicants residing in the Local Authority districts of Cambridge City and South Cambridgeshire.
 - b. Zone 2: 60% of places are allocated to applicants residing in Cambridgeshire, or within a 25 mile straight line radius of the main student entrance to the UTCC, but not living within Zone 1.
 - c. If a zone has unfilled places these will be re-allocated to the other zone.
- iii. Applicants residing outside of the two zones.

6.Appeals

Unsuccessful applicants to Year 10 and 12 will have a right of appeal to an Independent Appeals Panel for internal pupils refused transfer and external applicants refused admission. The panel consists of three people who are independent to the school, the school's Governing Body and the Local Authority. Parents or the young person (Post 16) wishing to appeal should write to Admissions, UTC Cambridge stating the reasons for their appeal. Appeals will be independently managed in accordance with statutory regulations and will be heard within 40 school days of the appeal being lodged.

7.Waiting Lists

Where in any year UTCC receives more eligible applications than there are places available, a waiting list will be maintained by UTCC until the end of the first term after the start of the school year. The name of any applicant refused a place at UTCC will be added to this waiting list, their place determined by the ranking of their application against the published over-subscription criteria.

8.Sponsorship

The UTCC promotes close employer involvement in learning, and as part of this some employers may wish to sponsor individual students. Any sponsorship will take place after admission and will not be part of the admissions arrangements. Students sponsored in Years 10 or 11 will only be able to transfer to Year 12 if they meet the general entry requirements set out above.

9.Management of Applications

Arrangements are:

- Publication of a prospectus by September each year containing information for applicants wishing to join UTCC the following September, including admissions arrangements and details of open evening and opportunities to visit UTCC.
- Year 10 entry application forms should be returned by 31st January each year onto UTC Cambridge website or by mail to UTC Cambridge, Robinson Way, Cambridge. CB2 0SZ. Decisions on these applications will be made during February and notified to parents and applicants home Local Authorities, on 1st March. Applications received between 31 January and 31 March will be sent offer letters on or around 22nd April, subject to places being available. Any remaining places available after 31st March will be allocated in date order.
- Year 12, Post 16 applications will be made through the UCAS Progress system during the applicant's Year 11. Details about this process are on the UTCC website <http://www.utccambridge.co.uk/apply>. This address also contains details about how to make a direct application.
- For entry to both year 10 and 12, applicants should expect to attend a half day taster event in December or February (there may be additional events in the summer term for late entrants). The taster event will give applicants the opportunity to experience education at UTCC through participation in practical science activities. It is an important process designed

to ensure that applicants can be sure that UTCC is the correct choice for them. A feedback session on 'how the taster has gone' will be conducted on the day and families are encouraged to attend this with their child. At post 16, conditional places are offered on the basis of predicted grades for GCSE as well as suitability for further study. This includes references, personal statement and attendance data.

10. In Year Admissions and admission outside of normal age group

- If you are moving into the area or wish to change schools during the school year you will need to make an application for an in-year place. An application form should be completed and returned to UTCC - this can be done by downloading the application form from the UTCC website or completing the application online. In the event a place is not available, the procedures outlined in points 6 and 7 above will apply.
- Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented.
- Applications from students wanting to accelerate their experience in science learning by accessing a different year group will be considered.
- Admission in these circumstances will be based on the individual aspects of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant and their medical history. The views of the UTCC Principal are taken into account. UTCC will inform the parent of the reasons for their decision and where there is agreement to a parent's request for their child to be admitted out of their normal age group the application will be processed as part of the main admissions round, unless the parental request is made too late for this to be possible. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.