



**ASHFIELD  
SCHOOL**

# **Admissions Policy Appendix 2027-2028**

**Date of issue:** 11/12/2025



## Introduction

This appendix should read in conjunction with the overarching Admissions Policy for The Two Counties Trust. The document sets out the localised information for admissions for Ashfield Comprehensive School.

## Published Admission Numbers

The Published admission numbers for intake in year 7 are 405.

For Sixth Form this is 100 external places with a total of 300 students in Year 12.

## Oversubscription Criteria Year 7 - 11 for Ashfield Comprehensive School (known as Ashfield School)

1. Looked After Children and all previously Looked After Children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Children living in the normal area served by the school at the time of application and admission who have brothers or sisters attending the school at the time of application and admission.
3. Children living in the normal area served by the school at the time of application and admission.
4. Children who live outside the catchment area, but who are attending one of the linked primary schools in Ashfield School's family of schools on the closing date for applications preceding admission to secondary school and who will have a brother or sister at Ashfield School at the time of admission.
5. Children not living in the normal area served by the school, but who have brothers or sisters attending the school at the time of application and admission.
6. Children who live outside the catchment area, but who are attending a linked primary phase school on the closing date for secondary applications.
7. Other children whose parents/carers have requested a place.

## Post-Sixteen and Sixth Form Admissions

Schools have delegated control of their own sixth form admissions. For more Information, please see the details set out in the school specific information below.

An admission number for 6th form must be set if external candidates are to be considered. The admission number must relate only to those being admitted to the school for the first time. It is acceptable to exceed this if demand for available courses can be met. Applications should be submitted direct to the school and not to the Local Authority or Trust.

Young people already on roll in the school should apply directly through the school for a place in the 6th form.

Ashfield School Sixth form is committed to providing places on an open-access basis. Our entry requirements are generic and indicative only. The sixth form is committed to recruiting with integrity.

Careers education and information, advice and guidance is provided at all stages and takes into account a range of factors including GCSE score, predicted grade, actual grade and other factors. The Sixth Form reserves the right to refuse admission to a course in some cases, even where the generic requirements are met. This is in the interests of student success.

## Application Process

Application for admission into Ashfield Post-16 are detailed below. An applicant will only be admitted into Post-16 provided they meet the admission criteria for individual courses; applicants must meet the minimum entry requirements to progress onto the appropriate level of study e.g. A levels or Level 3 qualifications. All those seeking admission into post-16 must achieve the necessary grades for access onto the courses they have chosen.

## Internal Applicants

Internal students already studying at the school who meet the academic criteria of the policy will be offered a place, subject to the published admission number.



## Over subscription for Sixth Form

Should oversubscription criteria be required because there are more applications than places available the following oversubscription criteria will be used:

- Looked After Children and all previously Looked After Children, including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- Children who do not presently attend the school, but who meet the academic entry requirements.

In the event of oversubscription of the above criteria, proximity to the school will be used with those living nearer to the school given priority. Distance measurement is as the crow flies from the home address to the school using google maps.

## Entry Requirements

A Levels: You need a minimum of 6 GCSEs at Grade 5 or better (one of which must be English or Maths)

Individual subjects will also have set their own requirements. (See individual course descriptors for details.)

Level 3 Applied Courses: Ideally, you need a minimum of 5 GCSEs at Grade 5 or better (one of which must be English or Maths)

You will be invited to attend the school to discuss your choices and potential options to enable you to succeed with your chosen pathway.

Vocational: A meeting will be held to assess course suitability.

## Timetable for Application and Admission:

- Students attend Open Evening October
- Suitability meetings and Tours for external applicants October - July
- Application form deadline for students at Ashfield January
- Suitability meetings for students at Ashfield School January
- Meetings for students who require further advice / guidance February-March
- Offer letters sent March
- Induction Event/Taster Day July
- Publication of GCSE results August
- Post 16 Centre agrees enrolment/refuses admission August/September
- For further information please contact Linda Maguire on 01623 448854

## Catchment Areas

Catchment area details are detailed in the links below or by visiting the residing authority websites.

[www.nottinghamshire.gov.uk/schoolcatchments](http://www.nottinghamshire.gov.uk/schoolcatchments)

<https://www.derbyshire.gov.uk/education/schools/school-places/normal-area-school-search/find-your-normal-area-school.aspx>

## Measurement of Distance

### Nottinghamshire:

Distances are measured from the main administrative point at the school campus to an address point using google maps to the child's home. In the event of two distances being equal, the County Council will measure to the next decimal point. Catchment areas can be reviewed via the Local Authority [School Details | Nottingham County Council](#)

This is also the measurement used for in-year admissions in Nottinghamshire.

### Derbyshire:

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The Children's Services Department has a Geographic Information System (GIS) to measure the straight-line distance. It is measured by a standard straight-line distance calculated to within two metres. This measurement is taken from the postal address file, normally the house front door. For schools, the grid reference is taken from the postal address file and will normally be the nearest gate or entrance.

- Frederick Gent-one gate plotted
- Friesland-two gates plotted
- Heritage High- one gate plotted
- Springwell-two gates plotted
- Swanwick Hall-three gates plotted
- Wilsthorpe-three gates plotted

This is also the measurement used for in-year admissions in Derbyshire.

These are also the measurements used for in-year admissions in Nottinghamshire.

### **At the time of admission**

A brother or sister (as defined in point 2) who will be in Year 7 - 11 at the time of admission.

### **Link/Feeder Primary Schools**

#### **Ashfield School**

The West Park Academy  
Kirkby Woodhouse School  
Woodland View Primary School  
Mapplewells School  
Orchard School  
Greenwood Primary School

### **General Data Protection Regulation**

Data will be processed to be in line with our requirements and protections set out in the UK General Data Protection Regulation, Data Protection Act as amended by the Data (Use and Access) Act 2025.

