
November | 24

HAZELWOOD
INTEGRATED COLLEGE



Post 16 Admissions Criteria 2025–2026

ADMISSIONS CRITERIA FOR ENTRY INTO POST 16 2025-2026

The Board of Governors delegates to an Admissions Panel, comprising of the Principal and two Vice-Principals and SLT, the application of the admissions criteria to Post 16.

1) GENERAL POLICY

The School determines the appropriate number of possible admissions so that:

- a) the total enrolment figure remains at or below the number permitted by the Department of Education for Northern Ireland; or
- b) in the event that there are more applications meeting the criteria for admissions to Post 16 than places, the school may apply to the Department of Education for approval for additional places. Only if additional places are granted will offers be made to applicants in excess of admissions numbers. [Annex A]
- c) In all cases, the total number of pupils enrolled in the year group will not exceed the school's resources and facilities to provide appropriately for their curricular and pastoral needs.

2) ADMISSIONS TO POST 16 – INTERNAL ROUTE FOR CURRENT YEAR 12 PUPILS (2024–2025)

Priority for entry to Post 16 courses will be given to pupils already enrolled at Hazelwood Integrated College. All pupils enrolled in Year 12 at the school who meet the following criteria will have a right to a place in Post 16.

Criteria for Admission

- 1) A minimum of at least 5 GCSEs Grades A*-C with a minimum of 13 points in subjects which are an appropriate foundation for academic study at Advanced Level (see table below for points conversion).

GCSE (A*-C)	BTEC L2	CCEA L2
A* = 5 A = 4 B = 3 C = 2	Business Studies Health & Social Care ICT (SA) ICT (DA) (x2) Travel & Tourism	*Princes Trust (DA)
GCSE Double Award = Above x2	CCEA L2 Occupational Studies Technology & Innovation Construction (Bench Joinery & Carpentry) Engineering & Engineering Services Design and Creativity	OCN L2 ICT PSD Religious Studies Science (Applied) Sport <i>*100% Internally Assessed</i>
	Distinction* (A*) = 5 Distinction (A) = 4 Merit (B) = 3 Pass (C) = 2	Pass (B) = 1 Fail (U) = 0 *Double Award OCN = 2 *Princes Trust = 2

The following comparison is made for the English scoring system:	
9-1 English Grading Structure from 2017	CCEA Grading Structure from Summer 2019
9	A*
8/7	A
6	B
5	C*
4	C
3	D
2	F
1	G

- 2) Pupils **must** have a **Grade C** or above in **GCSE English Language** or **GCSE Mathematics** or **both**. Pupils must repeat GCSE English Language or GCSE Maths if a Grade C or above was not achieved.
- 3) Pupils must meet the subject specific requirements stated in the school's current Post 16 prospectus.

POST 16 SUBJECT OFFER AND CRITERIA – SEPTEMBER 2025

All students must have 5+ A*–C GCSEs (within the 5 must be either English or Maths at Grade C or above)

SUBJECT	Specific
A Level Art & Design	Grade C or above in GCSE Art & Design
A Level English Literature	Grade B or above in either English or English Literature
A Level Environmental Technology	Grade C or above in Maths and either a Grade B or above in GCSE Construction and/or GCSE SA/DA Science
A Level Geography	Grade C* or better in GCSE Geography or a distinction or better in BTEC Travel and Tourism
A Level Health & Social Care	Grade B or above in English Language or English Literature or Media Studies or History and for students who have studied BTEC H&S Care a minimum of a Merit Grade
A Level History	Grade B or above in History
A Level Life and Health Sciences	Grades BC or above in Double Award Science or Grade A or above in Single Award Science and Grade C or better in BOTH English and Maths
A Level Mathematics	Grade B or above in both Maths and Further Maths
A Level Media Studies	Grade C or above in English Language or English Literature
A Level Moving Image Arts	5+ A*–C GCSEs
A Level Performing Arts	Grade C or above in Drama or Music or Art or Photography or MIA and a Grade C or above in English
A Level Photography	5+ A*–C GCSEs
A Level Sociology	with Grade B or above in any of the following subjects: English Language, Religious Education. If GCSE Religious Education has not been studied, then a Grade B must have been achieved in another Humanities subject.
A Level Spanish	Grade A or above in GCSE Spanish and Grade C or better in English
BTEC Business Studies	5+ A*–C GCSEs
BTEC Children's Play, Learning & Development	Grade B or above in GCSE Child Development or Distinction or above in BTEC Health and Social Care or related subject
BTEC Hospitality	5+ A*–C GCSEs (This course is subject to DE approval, and may not run)
BTEC Information Technology	Merit or above in BTEC ICT or Grade C or above in GCSE Digital Technology
BTEC Travel & Tourism	5+ A*–C GCSEs
BTEC Uniformed Protective Services	5+ A*–C GCSEs
OCR Level 3 Diploma in Sport	Grade C or above in Level 2 Sports Studies or GCSE PE or GCSE SA/DA Science

The curriculum offer is reviewed and updated every year.

Final offer is subject to demand and numbers.

If a subject is oversubscribed, priority will be given to students with the highest GCSE grade in the subject, if applicable.

Note: Other Subjects may be offered depending on availability from Partner Schools within the North Belfast Learning Community. This information cannot be confirmed until Results Day or after.

- 4) Pupils must have a proven record of good citizenship. This includes **at least 92% attendance in Year 12 up to the start of Study Leave in Year 12** - in cases where special circumstances apply, parents should provide medical and/or other reports in support of their application. Pupils must demonstrate a positive behaviour profile throughout Year 11 and Year 12 (suspension, behaviour management logs and school reports will be reviewed)
- 5) Pupils must study a minimum of 3 A-Level/BTEC/OCR Level 3 subjects*. Applicants wishing to study 4 A-Levels are required to undergo a subject specific assessment by the Head of Department of the extra subject to determine ability. The school will be required to check feasibility of timetabling before a request is granted.
- 6) In exceptional circumstances a final decision to admit a pupil, who does not meet the minimum requirements for entry to Post 16, will be referred to the Principal and/or Board of Governors.
- 7) Pupil and Parental Signatures on Post 16 Contract and Post 16 Application Form are required for entry into Post 16.

***Note:**

In the event that more pupils choose a subject than there are places available, additional criteria will be applied.

Priority will be given to pupils who have achieved:

- The criteria for the subject selected and/or
- A higher GCSE grade in the subject selected and/or
- A higher overall performance at GCSE Level

8) ADMISSIONS TO POST 16 – EXTERNAL ROUTE

Pupils from other schools applying to Hazelwood Integrated College, who have satisfied the above academic admissions criteria will be considered for admission to Post 16 if there are additional places available. Parents must request, complete and return a Post 16 Application Form to the General Office.

In addition to satisfying the academic admissions criteria, pupils transferring from another school will be required to demonstrate a proven record of good citizenship. This includes at least 92% attendance in Year 12 up to start of Study Leave in Year 12 - in cases where special circumstances apply, parents should provide medical and/or other reports in support of their application. Pupils must demonstrate a positive behaviour profile throughout Year 11 and Year 12 (suspension, behaviour management logs and school reports will be reviewed).

Pupils coming from other countries which do not use GCSEs will have to provide evidence from an independent source of having achieved at an equivalent academic standard.

Pupils with English as an additional language must undertake baseline testing assessments to determine if the pupil can access the Post 16 curriculum offer.

9) ADMISSIONS TO REPEAT YEAR 13 OR YEAR 14

There is currently no capacity in the school to offer this option.

10) TRANSITION FROM YEAR 13 TO YEAR 14 – INTERNAL PUPILS

Pupils must satisfy the criteria of a minimum of 3 Grade D passes / Level 3 equivalents at AS level in order to be considered for admission to Year 14. Subject specific assessments and judgements will be made by the Heads of Department.

11) ADMISSIONS TO YEAR 14 – EXTERNAL PUPILS

Admission to Year 14, which is the final year of the Advanced level public examinations, will be considered only in exceptional circumstances and if there are additional places available in Year 14. This option is only possible if a pupil's subject profile can be matched with the curriculum offer (including Awarding Organisations) in the school. Subject specific assessments and judgements will be made by the Heads of Department. Parents must request, complete, and return a Post 16 Application Form to the General Office.

Pupils must satisfy the criteria of a minimum of 3 Grade D passes / Level 3 equivalents at AS level in order to be considered for admission to Year 14. If a pupil has repeated Year 13 in another school/centre, a minimum of three Grade C passes at AS level/equivalent must be achieved. Subject specific assessments and judgements will be made by the Heads of Department.

Proposed A2 courses must be compatible with the pupil's AS qualifications.

Pupils must have a proven record of good citizenship. This includes: having displayed a positive attitude and commitment to AS studies/Level 3 equivalents; having attained a minimum overall attendance of 92% or above up to the start of Study Leave (in cases where special circumstances apply, parents should provide medical and/or other reports in support of their application); and not more than one suspension in Year 13.

12) VERIFICATION OF DATA

The admissions panel reserves the right to require evidence to support or verify information on any application form. This may be requested when an offer of a place is made. It is important that all applicants understand that the provision of false or incorrect information will result in the withdrawal of the place offered.

13) APPEALS

Issues which arise from the Post 16 admissions process may be raised through the college's complaints procedure.

DEPARTMENT OF EDUCATION (DE) CIRCULAR NUMBER: 2016/09

SIXTH FORM – TEMPORARY VARIATION REQUESTS

Criteria for **all extra places** made available by the Department of Education for admission into Year 13 (Sixth Form).

The Department of Education may, in response to a request from a school, increase the number of pupils that the school can admit to its Year 13. Places that become available in this way shall be allocated only to pupils who meet the basic eligibility criteria for Sixth Form study (as set out below) and shall be allocated in the order determined by the criteria to be applied in the order set down.

1. Pupils who have most recently completed Year 12 in [school name].
2. Pupils from other schools where admission has been agreed and additional places granted by the Department of Education.*

* Parents should note how the Department of Education (DE) will, in response to a school's request, temporarily increase a school's enrolment number in order to allow extra post -16 pupils to enrol. DE will only increase the school's enrolment number if it is content that each external pupil for whom a place is requested would not be able to pursue their post-16 course-choices at another suitable school without undertaking an unreasonable journey (i.e. a journey, that by public transport, would be over an hour from where the young person lives or is further than 15 miles distance). If DE finds that no other suitable school may provide all of the post-16 courses that the pupil wishes to pursue - then DE will agree a school's request for an extra place.