



EXTERNAL STUDENTS

NOTES FOR ADMISSION TO QUEENSMEAD AT POST 16 CENTRE (YEAR 12)

Queensmead School's admissions are controlled and administered by members of Queensmead staff on behalf of the Governing Body. Applications should be made in accordance with the procedures below. The Governors reserve the right to discard applications that do not adhere to the procedures.

1. Students and parents should complete the accompanying application forms for admission to Queensmead:

Application for Admission to Queensmead at Post 16 Centre
Queensmead School – Year 12 Course Return Form 2012

2. Students should write a letter of application that outlines why they wish to pursue a Post 16 Course at Queensmead School.
3. The letter of application together with both completed application forms and a stamped addressed envelope should be sent to:

Mrs. L. Classick,
Head of Post 16 Education,
c/o Clerk to the Governors,
Queensmead School,
Queens Walk,
South Ruislip,
Middlesex, HA4 0LS

4. Applicants will be invited for a personal interview with the Head of Post 16 Education to which students should bring a recent school report and/or their Record of Achievement.
5. The school will inform parents in writing of the result of the application.

Communications regarding admissions to Queensmead School will be addressed to the parent with whom the student normally lives.

Appeals against a decision by the Governors not to offer a place to a student will be dealt with under the appeals procedure established by the Governing Body.



APPLICATION FOR ADMISSION TO QUEENSMEAD POST 16 CENTRE

Please complete in block capitals

1. Full Surname
2. Full Forename
3. Date of Birth Gender
4. Present School in U.K.
5. Previous School if new to U.K.
6. Home Address
.....
Post Code
7. Telephone Number
8. Names of Parents (1)
(2)

I request that my son/daughter (named above) be admitted to the school. If he/she is admitted, I agree to support the school in upholding the standards expected of Post 16 students and I agree to ensure that my son/daughter attends school regularly and punctually except in the case of illness.

I declare that the information given above is correct and I understand that any false information given by me to the governors could give rise to legal proceedings being taken against me and to the withdrawal of the offer of admission even after my son/daughter has commenced studies at the school.

I hereby agree with the governors that: -

- i. they shall make such enquiries as they think fit to verify the information given in the application form, and
- ii. that I will compensate the governors for any loss or expense incurred by them which results in their rejection of this application due to false or misleading information given by me to them.

Signature of Parent Date



YEAR 12 - COURSE RETURN 2012

NAME (block capitals)

How many grades A* - C are you predicted?

How many grades A* - B are you predicted?

Do you have the entry requirements for the courses you have applied for?

YES / NO

LEVEL 3 COURSES

Block A	Block B	Block C	Block D	Block E
Business Studies	Business Award	Applied Science	Accounting	Biology
Economics	Politics	Chemistry	Art	Dance
Food	ICT Certificate	DT	Engineering	English Language
German	IT	Geography	French	Further Maths
Maths	PE	ICT Certificate	History	ICT Diploma
Photography	Physics	English Literature	Health & Social Care	Law
Sociology	Psychology	Maths	Computing	Sport
Textiles	Religious Studies	Music	Media	

Choose 4 subjects, no more than one from each column.

Block A	Block B	Block C	Block D	Block E

Children's Care, Learning & Development (CCLD)	This is a full time course. If you choose this course you cannot study it with any other subjects.	Tick in the box below if you choose this course.

If you would like to choose a subject that Northwood is offering, please choose from the list below and put a tick in the box below.

Travel and Tourism	Theatre Studies	BTEC Sport double

Student's signature:

Date:.....

Parent's signature:

Date:.....