



# PUDSEY GRAMMAR SCHOOL

EST.1905

## Sixth form Progression Policy 2026 - 2027

This policy has been agreed by the Governing Body of  
Pudsey Grammar School

Ratified: Teaching and Learning

Date approved: 4<sup>th</sup> March 2026

Date of review: March 2027

## 1. Purpose

This policy sets out the criteria and processes used to determine student progression from Year 12 (Y12) to Year 13 (Y13) within the Sixth Form. Its purpose is to ensure that students progressing into Y13 are suitably prepared, supported, and likely to succeed in their final year of study.

## 2. Principles

- Progression decisions are made in the best academic interests of each student.
- Decisions are based on clear, transparent, and consistently applied criteria.
- The Sixth Form is committed to supporting all students to achieve their potential.
- Any decision relating to a change of programme or placement is made with the student's informed involvement and with appropriate support.

## 3. Progression Criteria

To progress from Y12 to Y13 in a subject, students are normally expected to meet **all** of the following criteria:

### 3.1 Attendance

- A minimum of 90% attendance in each subject studied.
- Medical evidence and other relevant documentation will be considered where attendance has been affected by genuine health or exceptional circumstances.
- Attendance data will be considered in conjunction with academic performance and attitude to learning when considering a student's progression into Y13
- While such evidence will be taken into account, the Sixth Form reserves the right to advise against progression where insufficient course content has been attended for the student to be successful in the final examination.

### 3.2 Coursework and Non-Examined Assessment

- All required coursework, non-examined assessment, and internal assessments must be completed and submitted by the agreed Y12 deadlines.
- Work must meet a standard demonstrating appropriate engagement and effort.

### 3.3 Academic Progress

- Students must show evidence of reasonable academic progress over the course of Y12.
- Progress is judged using:
  - Y12 internal examinations (normally held in April).
  - End of Y12 resit examinations (where applicable).

## 4. Subject-Specific Outcomes

### 4.1 U Grades in a Subject

- If a student achieves a U grade in both the April Y12 examination and the end of Y12 resit examination in a subject, they will not normally be permitted to continue that subject into Y13.
- In such cases, the student will be required to choose a new subject to study in Y13, subject to availability and suitability.

## 5. Significant Academic Concern

### 5.1 Definition

A student will be considered to be of significant academic concern where one or more of the following applies:

- E or U grades across all subjects in Y12 examinations, or
- Examination and resit outcomes that are three or more grades below target across the majority of subjects.

Where significant academic concern is identified, progression to Y13 will not normally be permitted.

Students wishing to remain in the Sixth Form will be required to **re-choose their subjects and begin Year 12 again.**

This decision is based solely on academic readiness and the likelihood of future success.

## 6. Support and guidance

- In the vast majority of cases, students involved in the end of year process of a transition to Y13 review will have been part of the contract system. Parents will have been made aware of poor engagement or academic underperformance over the year.
- Students are supported through:
  - Individual academic guidance meetings
  - Clear explanation of progression decisions
  - Advice on alternative pathways where appropriate
- Where a student chooses not to continue at the Sixth Form, full support will be provided to assist with applications to alternative providers, colleges, or training routes.

## 7. Communication and Review

- Progression decisions will be communicated clearly to students and parents/carers.
- Each case will be considered individually, taking into account academic evidence, attendance, and any relevant personal or medical circumstances.
- This policy is reviewed annually to ensure continued fairness, clarity, and compliance with statutory guidance.

## 8. Medical and Mental Health Circumstances

- Where a student's attendance, assessment performance, or engagement has been affected by a medical condition, mental health difficulty, or other exceptional personal circumstance, these factors will be taken into consideration when making progression decisions.
- Students may be asked to provide appropriate supporting evidence, which may include medical documentation, correspondence from healthcare professionals, or other relevant information. All evidence will be considered sensitively and in the context of the individual student's circumstances.

- While such circumstances will be given due consideration, progression decisions will also take account of the student's academic readiness for Year 13 and their likelihood of successfully completing their chosen programme of study.
- This policy is designed to support student success, maintain high academic standards, and ensure that progression decisions are made transparently, ethically, and in the best interests of each individual student.