

November 2025

Next Review Date: November 2026

Admission Policy

For University Collegiate School

Company Number 09306360



Introductory Statement

The UCS, as part QUEST, aims to deliver educational excellence via a structured and supportive ethos. Learning at our schools combines a life skills curriculum with academic expertise and the unique opportunity of specialist support and industry professionals. Innovative technology enhances the student experience as we prepare them for life, learning and work.

UCS Bolton is a place for learning, innovation, and opportunity to develop our students.

QUEST will provide admission arrangements which are fair and reflective of the needs of the whole community which the Trust serves.

UCS Bolton will participate as a part of Bolton Local Authority's co-ordinated admissions scheme in the allocation of UCS school places. UCS Bolton is committed to a straightforward, open and fair admissions arrangement that is transparent and non-selective. The focus will be on academic and technical subjects which are aimed at careers in STEM, health sciences and engineering technologies.

Published Admissions Number

University Collegiate School operates as an age 11 – 19 school, with cohorts in Key Stage 3, 4 and 5. When at capacity the UCS Bolton will have a total of 840 students. UCS Bolton opened in September 2015 and through agreement with the Local Authority and the Department for Education will admit the following number of students per year as outlined in the table below.

Year of Entry (September)

Year 7	120
Year 8	120
Year 9	120
Year 10	120
Year 11	120
Year 12	120
Year 13	120
Total Pupils	840

For post-16 cohorts (Years 12 and 13) transitional measures will be in place for Year 11 UCS Bolton students progressing into Year 12. Published Admissions Number (PAN) is the number of external pupils that a school is able to admit for the academic year.

UCS Bolton will reserve places for students in Year 11 progressing into Year 12 at UCS subject to entry requirements being met. If fewer than agreed Year 12 pupils from UCS Bolton's Year 11 cohort transfer into the Sixth Form additional external pupils will be admitted attaining PAN. This means that new entrant places will be determined according to the number of students progressing with their UCS education.

UCS Bolton is open to applications from outside the Bolton area, for example, Wigan, Leigh, Bury, Salford, Oldham and Darwen. For applicants residing beyond these areas, their application will be treated as if they reside in the nearest neighbouring Local Authority area.

Application process to UCS Bolton for KS3 and KS4

Year 7 applications will apply to UCS Bolton via the Bolton Local Authority (<https://www.bolton.gov.uk/admissions>).

Years 9 and 10 applications for a September start date will be made to UCS Bolton directly: either via the website (<https://www.theucs.org.uk/join-us>), or at the UCS main Reception. Applicants in these cohorts will take part in an activate meeting to complete enrolment forms and receive an offer of a place. UCS Bolton will act in accordance with the Schools Admission Code.

If your child is already at a secondary school and wishes to transfer to UCS Bolton, you must contact the local authority and follow advice for an in-year transfer. The Local Authority will then contact UCS Bolton to ascertain if there are any places available in the appropriate year group. If a place is available, in accordance with the Bolton Local Authority Co-ordinated School Admission procedures, the school will consider the application.

Admission Criteria

Where the school receives more applications than places available, the following oversubscription criteria will be applied once places have first been allocated to pupils who have an education health and care plan which names the school:

1. Children in public care and previously looked after children (LAC)

This includes any "looked after child", "previously looked after children" and any child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. "Looked after" means that the child was:

(a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions. Applications for previously looked after children must be supported with appropriate evidence i.e. a copy of the adoption order, child arrangements order or special guardianship order.'

This criteria also includes looked after children and all previously looked after children who appear to the Trust Board of Trustees to have been in state care outside of England and ceased to be in state care as a result of being adopted.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Applications must be supported with appropriate evidence that the child has been adopted from state care.

2. Children with exceptional medical or social needs.

Each application must include evidence from a medical specialist or social worker of the child's needs and why they must attend this school rather than any other, based on those needs. If evidence is not submitted with the application, a child's medical or social needs cannot be considered.

3. Siblings of children attending the UCS at the time the application is received.
4. Children who are attending QUEST Primary Schools at the time the application is received.
5. Children who live nearest to the University Collegiate School. The distance will be measured in a straight line using geographical information provided by Bolton Local Authority.

Tiebreak

If any of the above categories require a tiebreak to determine which child is admitted, the child living closest to the UCS will be given priority for admission. The distance will be measured in a straight line using geographical information provided by Bolton Local Authority.

If several addresses have the same geographical property reference (such as a block of flats), or if there are a number of applicants living the same distance away from the UCS, random allocation by Bolton Local Authority will then be used to decide which of the children can be offered a place.

If we offer the last place available at a school to one of twins (or triplets, or so on), our policy is to admit the other twin or triplets too.

Waiting List

UCS Bolton will maintain a waiting list from the end of the first academic term of the year. Places will be allocated using the over-subscription criteria outlined above. When a new child is added, the list will be ranked again in line with the over-subscription criteria.

Offers of places

Applications received after the deadline will be considered as late applications. Late applicants will be considered after those received on time; if the school is oversubscribed, late applicants can request to be added to the waiting list.

Appeals

Unsuccessful applicants have the right of appeal to an independent appeals panel. The appeals process conforms to the School Admissions Appeals Code. The appeals panel will follow the arrangements generally adopted for all schools in the Local Authority, with panel members independent of UCS Bolton and parents and students being offered guidance and an invitation to attend the panel. Full details of the arrangements operated by the Local Authority are at:

www.bolton.gov.uk/website/pages/schooladmissionappeals.aspx

Admissions to Year 12 (Sixth Form)

Year 12 applications will be made to UCS Bolton directly: either via the website (<https://www.theucs.org.uk/join-us>), or at the UCS main Reception.

All applicants will take part in an activate meeting to complete enrolment forms and receive a conditional offer of a place. Students are required to attend UCS Bolton following their GCSE results day to confirm they have met the entry criteria and accept their conditional offer. Pupils progressing from UCS Bolton's Year 11, who meet the entry criteria, will be given priority over external applicants. All internal applicants who reach the entry criteria will automatically be offered a place. If it is not oversubscribed UCS Bolton will admit external applicants to its Sixth Form using the admissions criteria set out below.

To be eligible for entry into the Sixth Form, applicants are expected to have met the entry requirements for each pathway outlined below. Once admitted into Year 12 there are minimum requirements for particular courses to run. Students will be provided with academic counsel in selecting the most appropriate route to match their academic profile and career choice.

A Levels

Subject	5 GCSEs at Grade 4 and above	Specific entry requirements
Biology	Yes	Grade 6 in Combined Science or Biology AND Grade 6 in Maths
Chemistry	Yes	Grade 6 in Combined Science or Chemistry AND Grade 6 in Maths
Physics	Yes	Grade 6 in Combined Science or Physics AND Grade 6 in Maths
Maths	Yes	Grade 6 and above in Maths
Geography	Yes	Grade 5 and above in English AND Grade 4 and above in Geography

VOCATIONAL

Subject	5 GCSEs at Grade 4 & above	Specific entry requirements
Applied Science (Extended Diploma)	Yes	Grade 4 and above in English Grade 4 and above in Combined Science
<p>Applied Science</p> <p><i>This course studies a balance of all three sciences (Biology, Chemistry, Physics) and Maths. The course is assessed by assignments completed throughout the two years and 4 examined units.</i></p> <p><i>The course can lead to a variety of university courses:</i></p> <p>Health Care (Sciences, Pharmacy, Radiography, Audiology, Nursing, Dental Technology and Foundation Science)</p> <p>Engineering (Chemical, Civil, Mechanical, Aeronautical)</p> <p>Other (Law, Accounting, Business Management, Quantity Surveying, Psychology).</p> <p><i>In 2019 our students secured the following results:</i> 100% A*-B equivalent and 93% A*-A equivalent.</p>		
Health and Social Care (Extended Diploma)	Yes	Grade 4 and above in English Grade 4 and above in Maths
<p>Health and Social Care</p> <p><i>This course studies the health care sector combined with some areas of science. The course is assessed by assignments completed throughout the two years and 4 examined units.</i></p> <p><i>The course can lead to a variety of university courses in the health care sector such as Nursing, Midwifery, Paramedic Science etc.</i></p> <p><i>In 2019 our students secured 100% A*-B equivalent grades.</i></p>		
Engineering (Extended Diploma)	Yes	Grade 5 and above in Maths Grade 4 and above in Combined Science
<p>Engineering</p> <p><i>This course studies engineering combined with some areas of Physics and Maths. The course is assessed by assignments completed throughout the two years and 4 examined units.</i></p> <p><i>The course can lead to a variety of University courses in the engineering sector such as Civil Engineering, Mechanical Engineering, Chemical Engineering, Aeronautical Engineering, etc.</i></p> <p><i>This is the first year that we are running this course and so no previous results data is available.</i></p>		