



College admissions Policy

August 2025

1. Purpose

Boomsatsuma is committed to providing a fair, transparent, and inclusive admissions process. This policy outlines how applications are received, assessed, interviewed, and how offers are made for all Boomsatsuma college courses.

2. Scope

This policy applies to all **Post-16 learners** applying to Boomsatsuma programmes.

3. Admissions Principles

Boomsatsuma admissions are guided by the following principles:

- **Fairness and equality of opportunity**
- **Transparency in decision-making**
- **Selection based on suitability and potential**
- **Commitment to safeguarding and learner wellbeing**
- **Compliance with relevant UK education admissions and equality legislation**

4. Entry Requirements

Each course may have specific entry criteria, including (but not limited to):

- Minimum GCSE grades or equivalent qualifications
- Relevant subject background (where applicable)
- Demonstration of interest, commitment, and readiness for the programme

Boomsatsuma recognises that qualifications alone do not always reflect an applicant's potential. Where appropriate, applicants may still be considered through interview and assessment.

5. Application Process

Applicants must submit an application containing accurate and complete information, including:

- Personal details and contact information
- Educational history

All applications to Boomsatsuma must be submitted through the **Boomsatsuma website**.

If you are applying **mid-year**, please contact **admissions@boomsatsuma.com**.

6. Interviews and Admissions Assessment

Boomsatsuma operates an **interview-based admissions model**.

Applicants who meet basic eligibility requirements (or appear potentially suitable) will be invited to attend a short interview. Interviews at Boomsatsuma are designed to be **friendly, informal and supportive**, and typically take the form of a **15-minute chat**. Some Courses may request a portfolio to support the application.

The interview helps us to understand:

- Your interest in the course and why you want to study at Boomsatsuma
- What you enjoy learning and creating
- Your goals and what you would like to achieve
- Whether the course is the right fit for you

Boomsatsuma aims to make interviews welcoming and accessible. Applicants may also ask questions and find out more about the course to help them decide if it is right for them.

7. Offers and Decision-Making

At Boomsatsuma, **offers are made based on interview outcomes**.

This means:

- Interview discussions and overall suitability are the primary basis for an offer
- Meeting minimum academic entry requirements alone does not guarantee a place
- An applicant may be offered a place even if they do not meet typical academic criteria, where their interview demonstrates strong potential and suitability

Admission outcomes may include:

- **Conditional offer** (e.g., subject to GCSE results or completion of required documents)
- **Referral to an alternative course** better matched to the applicant
- **Unsuccessful application outcome**

- **Waiting list placement** (where capacity limits apply)

All decisions are made fairly and consistently using structured admissions criteria.

8. Equality, Diversity and Inclusion

Boomsatsuma is committed to ensuring the admissions process is inclusive and free from discrimination.

Admissions decisions will not be influenced by:

- Race or ethnicity
- Religion or belief
- Sex or gender identity
- Disability or learning difference
- Sexual orientation
- Pregnancy or parental status
- Socio-economic background
- Care status or other protected characteristics

Applicants with disabilities or additional needs are encouraged to disclose support requirements so reasonable adjustments can be made during interview and enrolment.

9. Safeguarding and Suitability

Boomsatsuma prioritises the safety and wellbeing of learners.

Admissions may consider safeguarding-related concerns where:

- There is behaviour or information indicating risk to self/others
- There are concerns about suitability for a particular learner environment

Where concerns arise, Boomsatsuma may:

- Request additional information
- Implement support strategies and risk assessments
- Decline an offer if it is not safe or appropriate to proceed

10. Communication and Feedback

Applicants will receive timely communication regarding:

- Interview details and requirements
- Admissions outcomes
- Enrolment processes and deadlines

Where requested and appropriate, Boomsatsuma may provide brief feedback to applicants who are unsuccessful, particularly where it supports progression to future opportunities.

11. Data Protection and Confidentiality

Boomsatsuma handles applicant data in accordance with UK GDPR and data protection legislation. Applicant data will be:

- Stored securely
- Used only for admissions and related learner support purposes
- Shared only where required and lawful (e.g., funding compliance, safeguarding)

12. Appeals and Complaints

Applicants who believe the admissions process was not followed correctly may raise concerns via Boomsatsuma's complaints procedure.

Appeals are considered only on the basis of:

- Procedural irregularity
- Bias or unfair application of the policy
- Administrative error

Disagreement with an academic or suitability judgement alone is not normally grounds for appeal.

13. Review of Policy

This admissions policy is reviewed regularly to ensure:

- Ongoing compliance with legislation and sector expectations
- Consistency with Boomsatsuma values and course requirements
- Continuous improvement of the applicant experience
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14. Review

This policy will be reviewed annually to ensure compliance with legislation, statutory guidance, and best practice.

Approval

Approved by: Beth Griffiths

Date: 15/08/2025

Role; Head of Operations

Review Date: 16/08/2026

boomsatsuma education ltd