

Curriculum

Disapplication Policy

Sybil Andrews Academy



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| Approved by: | Governing Body | Date: September 2023 |
| Last reviewed on: | October 2025 | |
| Next review due by: | November 2026 | |



Curriculum Disapplication Policy

1. Aim

This policy documents the school's position and procedure for when a pupil is disappplied from a subject for any reason.

2. Procedure

Pupils should only very rarely be disappplied from subjects studied as part of their curriculum. Where this is requested by the school, parents/carers or pupils, there should be a viable alternative use of the time proposed and the procedure set out below followed.

1. The Assistant Headteacher for Inclusion + SENDCo should raise the exceptional request for SEND disapplications with SLT.
2. The Assistant Headteacher for Inclusion + SENDCo should speak with stakeholders, e.g. Head of Department
3. The pupil and parents should be informed of the decision and written confirmation of the change sent to the parents by a member of SLT via email
4. Written confirmation should be sent to the Head of Department and Subject Teacher via e-mail.

5. Disapplication for Intervention/Support

There are rare circumstances where pupils with Special Educational Needs / Disabilities are required to receive permanent intervention or support to enable them to access their curriculum. Where this is the case, the school will attempt to avoid disapplying pupils from an individual subject and, instead, rotate the lessons missed across a number of different subjects to ensure pupils with SEND have access to the full curriculum. Where this is not possible, pupils may be disappplied from a part of their curriculum, but only in extreme circumstances, and every effort will be made to ensure pupils have access to the national curriculum.

Sybil Andrews Curriculum Disapplication Form



Section 1 – Student Information

| | | | |
|------|------|-------------|----------|
| Name | Year | Tutor Group | Subject: |
|------|------|-------------|----------|

Section 2 – Disapplication from a subject

Subject:

Reasons for disapplication:

Plans for alternative curriculum / supervision:

Parent / Carer comments:

Signature: _____ Date: _____

Head of Faculty comments:

Signature: _____ Date: _____

Head of Year comments:

Signature: _____ Date: _____

Section 3 – Authorisation

Deputy Headteacher (Curriculum) approval – H Ruffell

Signature: _____ Date: _____

Assistant Headteacher (SEND/CO) approval – C Bergin:

Signature: _____ Date: _____

Exams Officer actioned – J Chamberlain

Signature: _____ Date: _____