



Academy Breakin' Convention
Sadler's Wells East
101 Carpenters Rd
London E20 2AR

academybreakinconvention.com

ADMISSIONS POLICY – SEPTEMBER 2025 ENTRY

1. Overview and Mission Statement

- 1.1 Academy Breakin' Convention (ABC) is the UK's first Level 3 Extended Diploma in Performance and Production Arts specific to Hip Hop Theatre for 16 – 19 year olds. The course fills a gap in professional pathways for new artists who have a passion for hip hop culture, want to work in the creative industries and gain a formal qualification. The full-time course provides young creatives with the opportunity to have high-quality training in all areas of hip hop culture through a theatrical lens as well as develop as emerging professionals. Students will train intensively in our performance elements (Hip Hop Social Dance, Popping, Breaking and Emceeing) and production elements (DJing, Graffiti and Music Production), developing transferable skills and networks for a lifelong career. This provision delivered in a subcontract as part of [Big Creative Training](#).
- 1.2 This policy has been written with reference to and complies with the [DfE's School Admissions Code, September 2021](#).

2. Admissions Authority

- 2.1 Academy Breakin' Convention's Admissions Policy will be clear, fair and transparent, based on the School Admissions Code and associated legislation.
- 2.2 Academy Breakin' Convention operates as its own admissions authority. All policies are published on our website <https://academybreakinconvention.com/policies/>. The Admissions policy information will include how many places will be offered, the minimum academic requirements for entry, and how Academy Breakin' Convention will operate its reserve list.

3. Planned Admissions Number (PAN) and Capacity

- 3.1 The rolling capacity of Academy Breakin' Convention is 40 students from in September 2026, consisting of two cohorts of 20 enrolling in August 2025 and 2026.
- 3.2 In 2025-2026, Academy Breakin' Convention will run 1 cohort of 20 learners:

Subject	Year Group	Number of Students
UAL Level 3 Extended Diploma in Performance and Production Arts	Year 12	20



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4. Minimum Entry Requirements

- 4.1 Applicants must be between the ages of 16, 17 or 18 on the 31st of August in the year of admission (unless with an EHCP in which they can be 19-24), have British residency status and have lived in the UK for the last 3 years.
- 4.2 Applicants should have at least 5 GCSEs at grade 4-9 including English / Maths (or equivalent). If a student does not meet these requirements but is an exceptional candidate, we will consider supporting a student who is dedicated and committed to obtaining Maths/English during their studies. This will be assessed on an individual basis.
- 4.4 Prospective students will be offered places on a conditional basis. Final offers are dependent on a student's participation in a one- day admissions workshop between March 18th – 22nd 2025 and the submission of their GCSE results in August (or April if 17-18 years).
- 4.5 Interested applicants who have taken iGCSEs or other alternative qualifications should contact the school to discuss what our equivalent minimum expectations are.
- 4.6 Academy Breakin' Convention reserves the right to make contextual admissions in the event of learners showing clear enthusiasm and skill in their subject.
- 4.7 In-year admissions are at the discretion of Academy Breakin' Convention and will take place no later than week 4 of the academic year and offered to a student on the reserve list.
- 4.8 Students progressing internally must secure at least a pass for their diploma and GCSE English Language/ Mathematics at Grade 4 if resits are required.
- 4.9 At the point of application/scouting, students must receive at least a 'pass' in one element of the initial application (video or written component) to be successfully shortlisted and invited to an admissions workshop for the course.
- 4.10 Candidates applying after the early bird (may-August)/ general applications (January 31st) can advance through round one via scouting, or partner extension. These are only at specific affiliated organisations/partners until the week before our final support sessions. All candidates will be given the average scores from each shortlisting judges for round 1 for fairness. You can join the second round of optional support sessions and participate in stage 2 with everyone else. Admissions workshops are the final indicators to decide a new cohort.



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5. Equality and Diversity

- 5.1 Academy Breakin' Convention, in operating admission arrangements, will do everything it reasonably can to enable every student to perform at their best, and in making acceptance decisions will not discriminate between students on grounds of gender, disability, faith, ethnicity, or sexual preference.
- 5.2 Academy Breakin' Convention will work with the local authority to provide education to students who cannot attend due to medical conditions, and students who are returning to education. Re-integration plans will be implemented as required.

6. Application Process

- 6.1 Students or parents/guardians may explore the course on our website by visiting www.academybreakinconvention.com. Our digital prospectus is also available on the website to view, or you may request a physical copy by post.
- 6.2 We strongly recommend visiting Academy Breakin' Convention during an open day in before applying. This will enable applicants to understand the way in which ABC works but is not a requirement for admission.
- 6.3 Applicants should apply online for the course. Applicants will be expected to submit two parts to the application:
- A) 1 minute video of you performing at least 1 of the 7 ABC elements (Breaking, DJing, Emcee, Graffiti, Music Production, Popping and Social Dance)
 - B) A written submission of max. 150 words to the question; 'What do you hope to develop at Academy Breakin' Convention?'
- 6.4 Applicants will be judged against assessment criteria by a range of specialist judges and will be given a fail/pass/merit/distinction grade for their application. (see Appendix A, B).
- 6.5 All shortlisted applicants will be given their stage 2 admissions letter with a conditional offer and invitation to attend an admissions workshop for the course. Optional support sessions will be provided to ensure candidates feel prepared for the day which is to establish the applicant's aptitude, talent and support needs for the course.
- 6.6 Academy Breakin' Convention will admit students who are able to demonstrate:



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- A) Meeting the entrance criteria and eligibility for the course
 - B) The discipline and creativity required to successfully complete a level 3 course.
 - C) A commitment to learning and developing as an artist and future leader.
 - D) A passion for creating hip hop focused work with a desire to develop theatrically.
 - E) Aspirations to pursue and sustain a career within the creative industries.
- 6.7 Academy Breakin' Convention will admit students with an Educational Healthcare Plan. This is dependent on an assessment of being able to meet the learner's needs and the learner meeting the minimum entry requirements.
- 6.8 Once applicants have completed an admissions workshop, Academy Breakin' Convention will discuss the candidates and award places. Decisions to offer a place will be based on the criteria set out in paragraph 7.6.
- 6.9 Successful applicants will be informed that they have been offered a place at Academy Breakin' Convention via email and letter and should accept within 7 days.
- 6.10 Candidates can also be placed on a reserve list. They will be informed of their place on the reserve list via email and letter and should be accept within 14 days. (see section 7 below)
- 6.11 Unsuccessful applicants who do not meet the expected criteria will be informed via email and letter within 21 days of admissions workshops. Brief feedback will be provided upon request and will be sent within 7 working days. A feedback request can be carried out up to 14 days after review outcomes.
- 6.12 Applicants offered a place must formally accept the offer within 7 days of the date of the letter or the offer may be withdrawn and position offered to the reserve list.
- 6.13 Academy Breakin' Convention reserves the right to withdraw an offer of a place where information received from a third party who works with the applicant or a disclosure is made that leads the Academy to believe that the student may be of a risk to others or requires specialist intervention or an environment that will better meet the needs of the young person.

Third parties may include:

- A) Youth offending officers



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B) Social worker or key worker

C) Police officer

7. Reserve list

7.1 A candidate will be placed on the reserve list because of three outcomes:

A) 20 places have been offered to higher ranked candidates after stages 1 and 2 of the admissions process.

B) It may be that some applicants do not receive their predicted grades in August

C) A candidate decides they no longer wish to attend Academy Breakin' Convention.

D) In the event a candidate did not meet the required 5 GCSE including Maths and English which means an increase workload with an additional 4 hours of maths and 3 hours of English every week. In the event a student needs both English and Maths a place would not be offered as this is a wellbeing concern for the team with the demands of the course.

C) An offer is not accepted within the 14-day window from the date of offer.

7.2 In the event that learners are of equal ability and potential, reserve list places will be allocated based on the following criteria:

a) looked after children and previously looked after children who have ceased to be looked after due to an adoption, child arrangements or a special guardianship order having been made in respect of them.

b) In receipt of income support in their own right

c) Students who in Year 11 of secondary school were eligible for and receiving free school meals

d) Students who for medical or social reasons need to access education at the Academy. Evidence supporting the applicant's case will need to be submitted with the application. This should be in the form of a letter from a medical specialist or social working setting out the precise reasons why the student needs to access the Academy.

e) A pass in GCSE Maths or English. Wellbeing is a priority and suitability to handle the additional workload will be assessed using feedback from 8 shortlisting, 7 admissions



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workshops and 5 ABC core team feedback who have all observed the candidate throughout the admissions process.

- f) Distance from the Academy measured by a straight line measured from the front door of the applicant's home to the main gate of the school.

7.3 The final criteria (distance) will always be utilised in the event of a tie-break. In the case of flats or multiple occupancy measurement will be taken from the main entrance of the building. If this results in a tie, places will be allocated based on the date and time of initial application and overseen by someone independent of Academy Breakin' Convention.

7.4 Applicants' places will be held on the waiting list until such time as they are offered a place or they request in writing via email to be removed from the waiting list.

7.5 The reserve list will remain open until the end of the third week of the academic year and the last students will attend the course Monday of the fourth week of term each year.

8. Enrolment

8.1 All students will be expected to enrol on our programme of study in August 2025.

The programme students will follow to obtain UAL qualification comprises of:

- A minimum of 585 guided learning hours to inform a "pass", "merit" or "distinction" grade.
- 7x hip hop skills training sessions in performance (breaking, hip hop social dance, popping and emceeing) and production (Djing, Music Production, Graffiti).
- 1x wellbeing and 1x self-development session per week.

9. Late Applications

9.1 Applications received after the deadline will only be considered should shortlisting places remain after the consideration of all applications received on or before the deadline.

10. Admissions Appeals



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- 10.1 The objectives of the admissions appeals procedure are to ensure that:
- applicants are able to have concerns about the admissions process heard
 - the Academy's admissions appeals procedures are clear
 - throughout the process of admission the proper procedures are followed
- 10.2 If an applicant is not offered a place after the review and the applicant believes that this is because the admissions procedure has not been properly and fairly applied, they may appeal in writing to the Head of the Academy at academy@breakinconvention.com
- 10.3 This letter must refer to the admissions criteria and should detail the reasons for the appeal. Appeals must be received in writing within 14 days of the date of the review decision letter.
- 10.4 Academy Breakin' Convention will write acknowledging receipt of the appeal. If the Head of Academy is not satisfied that the appeal is made on an allowable basis (i.e. failure by the Academy to follow its published admissions procedure) the letter will say this and there will be no further consideration of the matter.
- 10.5 If the appeal is allowable the Head of Academy will decide whether to:
- uphold the original decision to refuse a place
 - refer the application back to be considered afresh.
- In the event the B occurs applicants will be placed on the reserve list and a reserve list letter issued.
- 10.6 The decision of the Head of Academy will be communicated in writing within 20 days of the appeal.



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APPENDIX A: TIMETABLE OF ADMISSIONS PROCESS FOR SEPTEMBER 2025 PLACES

Date	Relevance
May – August 2024	Early bird applications open
September 2024 – January 31 st 2025	General applications open Open days for prospective applicants and opportunity to meet Academy Team in November 2024 and January 2025.
September 2024 - February 2025	Admissions workshop places awarded & letters sent
February – March 2025	ABC Support Sessions pre – admissions workshops participation is optional, and resources blended
March 2025	Admissions workshops take place at Academy Breakin' Convention
14 days after workshops	Places on course and reserve list letters sent
7 days after offer	Successful candidates accept places
14 days after admissions workshops	Reserve list candidates accept places
21 days after admissions workshops	Unsuccessful candidates notified
April – July 2025	Keep in touch transition sessions
August 2025	GSCE results; enrolment; reserved list process for unfulfilled places
September 2025	New intake starts at Academy Breakin' Convention



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Last updated	Next review	Person responsible
July 2024	July 2025	Niquelle LaTouche