

# Admission to Years 9 to 12

## St. Mary's Grammar School, Magherafelt.



*Inspiring Excellence ... Fulfilling Potential*

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## ADMISSION CRITERIA TO YEARS 9 TO 12

### GENERAL POLICY

St Mary's Grammar School, Magherafelt is a Catholic, Co-educational, Voluntary, Grammar School which was founded in 1927 by the Sisters of the Holy Family of Bordeaux and, since then, it has grown to become a leading grammar school in Northern Ireland today. It is an over-subscribed school which draws its pupils from a wide area encompassing three counties – Derry, Tyrone and Antrim.

The Board of Governors of the School will consider for acceptance into Years 9 -12 those students who subscribe to its Catholic ethos and vision and who wish to pursue the aims of highest academic achievement through hard work and commitment to study and who meet the standards of behaviour and responsibility expected in the school.

The Board of Governors, having agreed to the criteria for admission, has delegated to the Years 9-12 Admissions Panel, consisting of the Principal and the Vice-Principals, the authority to decide which particular applicants shall be admitted to the School in accordance with the criteria and any appropriate statutory regulations issued by the Department of Education. Where the overall School enrolment number of 1070 students is at risk of being exceeded, it is left to the Admissions Panel to decide which Year Groups shall have priority in the allocation of available places.

### APPLICATIONS

Those wishing to apply for entry to Years 9 -12 must make a formal application each year using the School Application Form and provide the two most recent reports from their present and any previous schools.

Full details, including the School Application Form, may be obtained by writing to the Principal's Secretary, St Mary's Grammar School, Magherafelt or by downloading from the School website [www.stmarysmagherafelt.com](http://www.stmarysmagherafelt.com)

For Admission on 1 September 2017:

Applications for entry to the new academic year in September 2017 should be submitted to the School by 2.00pm on Friday 28 April 2017. Applications received by this deadline will be considered first for the forthcoming academic year.

Applications received on and after 1 May 2017:

In the event of places becoming available the same criteria will continue to be applied to new and unsuccessful applicants whose parents have informed the school in writing that they wish to keep their application open.

An applicant will be considered for admission to Years 9 -12 in the School provided that:

- (a) they are domiciled in Northern Ireland at the time of their proposed admission;
- (b) his/her admission would not cause the school to exceed its enrolment number;
- (c) his/her enrolment would not prejudice the efficient use of the school's resources, eg student's inclusion in a class would render the numbers in any subject taught to the class to be unacceptable or a breach of regulations;
- (d) curricular and timetable arrangements can be met by the School.

The decision of the Admissions Panel will be based on the following evidence of academic ability:

1. A Literacy and Numeracy assessment set by the School (to be sat in the School before the end of June 2017).
2. The two most recent school reports.
3. A letter of recommendation from the student's current school commenting on behaviour, application, academic potential and attendance rates.
4. Any other appropriate evidence of academic ability and/or potential.

## OVER SUBSCRIPTION

If there are more applicants meeting the above criteria, than there are places available in a particular year group, the Admissions Panel will, on the basis of the information presented to it, apply the following sub-criteria, in the order set down:

- (i) Applicants with the highest standardised age score in the School organised Literacy and Numeracy assessment.
- (ii) In the event of applicants having the same combined standardised age score the criteria below will apply, in the order set down:
  - a) brothers or sisters of present or past students of the School or of students who have already been selected for admission to the School;
  - b) applicants who are the eldest or only child in the family eligible to transfer to mainstream education;
  - c) applicants entitled to Free School Meals at the time of application as verified by the EA;
  - d) applicants whose parent/guardian is an employee of the School;
  - e) applicants whose circumstances are deemed by the sub-committee to be exceptional and for whom it is considered that the enrolment in the school's in the child's interests. If, on applying the above sub-criteria, it becomes necessary to differentiate between applicants in a particular year group, then the final available place(s) will be allocated on the basis of a computerised random selection process. This process will be witnessed by two members of staff who have had no dealings with, or family interest in, the application procedure.

## NOTE ON SPECIAL CIRCUMSTANCES

Judgement of the importance of special circumstances will be at the absolute discretion of the Years 9 –12 Admissions Panel. In such cases parents should submit independently verified medical, educational and/or other reports along with the academic progress reports, etc., in support of their application.

## **POSITIVE ATTITUDE**

A student is expected to have a positive attitude towards discipline, study, school attendance and the Catholic ethos and Religious Education programmes of the School. This will involve accepting the aims, rules and standards set by the School as stated in School publications, and the obligations and restraints resulting from accepting these standards. This acceptance includes a commitment to be present in the School for the whole of the school year as a full-time student and not to take any vacations during term time.

## **REQUIREMENTS OF THE TIMETABLE**

A student must be prepared to accept timetable and curriculum arrangements. This will include being involved in and present at Religious Education classes, Careers Education classes, Tutorial classes, Education for Love classes, morning assemblies and the School celebration of the Eucharist. (Arrangements concerning exemptions can be made on behalf of those students who are registered as members of other mainstream denominations or of no religion).

## **APPEALS**

Applicants who consider that these admissions criteria were not applied or not applied correctly may wish to appeal the decision of the School by referring the matter to an independent tribunal. Further details are available from: The Clerk to the Tribunal, c/o Education Authority, County Hall, 182 Galgorm Road, Ballymena, Co Antrim BT42 1HN.