

**BALLYCLARE SECONDARY SCHOOL**

Doagh Road

Ballyclare BT39 9BG

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**Website:** [www.ballyclaresecondary.co.uk](http://www.ballyclaresecondary.co.uk)

**Principal:** Mrs K O Bell BA(Hons) Adv Cert Ed PQH

**Acting Principal:** Mrs W Shingleton

**Chairman of the Board of Governors:** Rev. Dr.E T Kirkland DA (H) Dip.Th

**Controlled Secondary School**

**Age Range of Pupils:** 11-19

**Admission Number:** 180

**Enrolment Number:** 960

**Open Day: Wednesday 3<sup>rd</sup> January 2024 1.00-3.00pm**

**Respective functions of the Board of Governors and Principal in relation to Admissions to the school.**

The Board of Governors formulate and review the Admission Criteria and delegates to an Admissions Sub-Committee, which includes the Principal, the responsibility for applying these criteria.

**ADMISSIONS CRITERIA FOR ENTRY INTO YEAR 8**

During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered. The application procedure opens on 30 January 2024 at 12 noon (GMT) and an application submitted by the closing date of 22 February 2024 at 12 noon (GMT) will be treated as a punctual application. An application received after 12 noon (GMT) on 22 February 2024 and up to 4pm on 4 March 2024 will be treated as a late application.

**In the event of over-subscription**, the following criteria will be applied in the order set down in determining those children to be admitted to Year 8:-

1. Children for whom Ballyclare Secondary School is the nearest controlled secondary school to their normal place of residence. Note - a straight line on an Ordnance Survey Map will measure the distance from a child's parental home to the front entrance of the school i.e. the distance 'as the crow flies'.
2. Children who have a brother or sister enrolled at the school as at 1st January 2024. Note - Reference to sibling includes brother/ sister, half/step/long-term foster brother/sister/ adopted brother/sister.
3. Children who are the eldest child or only child in the family.

If applicants are still tied at Criteria 3, then priority shall be determined amongst these tied applicants according to the placement of their surname in a rank order, randomly developed, of all of the letters of the alphabet (if applicants have the same surname then first forename shall then be used). The randomised order is as follows: Q P W O E I R Y T U Mac L A S K Mc D J F H M G Z N X C B V. If applicants are still tied after this, then priority will be determined amongst them by a method of random selection.

Applicants should be aware that Article 16 of the 1997 Education Order requires that the Board of Governors will provide for children resident in Northern Ireland at the time of their proposed admission to Ballyclare Secondary School to be selected for admission to the school before any child not so resident may be selected for admission.

**Duty to Verify**

**Applicants should note that they may be required to produce documents verifying their address or information pertinent to the school's admission criteria. When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the online**

**application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the online application form or attached to it.**

*The school's policy on the consideration of applications after the Transfer Procedure concludes towards the end of August 2024 is available directly from the school, or can be accessed on our school website*

*[www.ballyclaresecondary.co.uk](http://www.ballyclaresecondary.co.uk) and parents should note that should a vacancy arise, the above criteria will be applied to select pupils from our waiting list.*

#### Year 8 Applications and Admissions

Year	Admissions No.	Total Applications All Preferences	Total Admissions
<b>2021/22</b>	180	230	180
<b>2022/23</b>	180	185	180
<b>2023/24</b>	180	189	180

This table does not include children who were admitted to the school with a statement of special educational needs.

#### Criteria for admission to Years 9 to 12

**When considering the offer of a place the Board of Governors must be satisfied that an offer of a place would be in the best interest of the pupil and the school.**

1. Children for whom Ballyclare Secondary School is the nearest controlled secondary school to their normal place of residence. Note - a straight line on an Ordnance Survey Map will measure the distance from a child's parental home to the front entrance of the school i.e. the distance 'as the crow flies'.
2. Children who have a brother or sister enrolled at the school as at 1st January 2024. Note - Reference to sibling includes brother/ sister, half/step/long-term foster brother/sister/ adopted brother/sister.
3. Children who are the eldest child or only child in the family.

If applicants are still tied at Criteria 3, then priority shall be determined amongst these tied applicants according to the placement of their surname in a rank order, randomly developed, of all of the letters of the alphabet (if applicants have the same surname then first forename shall then be used). The randomised order is as follows: Q P W O E I R Y T U Mac L A S K Mc D J F H M G Z N X C B V If applicants are still tied after this, then priority will be determined amongst them by a method of random selection.