

**LARNE GRAMMAR SCHOOL**  
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**Voluntary Grammar  
School (Non-  
Denominational)**  
Age Range of Pupils: 11-18  
Admissions Number: 110  
Enrolment Number: 735

**Principal:** J Wylie BA PGCE MSc PQH (NI)  
**Chairperson of the Board of Governors:** Mr R Logan BA MA DipEd DASE

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## ADMISSIONS CRITERIA FOR ENTRY OF PUPILS TO YEARS 9, 10, 11 OR 12 in 2019/20

### APPLICATION PROCEDURE

Those wishing to apply for entry to Year 9 - Year 12 must make formal application each year using the School Application Form and provide the most recent reports from their present school. **Full details, including the School Application Form, may be obtained by writing to the Principal's Secretary, Larne Grammar School, 4-6 Lower Cairncastle Road, Larne, BT40 1PQ.**

Following receipt of an application, the School will advise parents in writing, by the eleventh working day following the receipt of the School Application Form, of any decision to admit the child or otherwise. **Children will be called to interview on the basis of any educational attainment evidence presented (and attached to the School Application Form)** by the parents/guardians. This evidence should indicate academic attainment which is compatible with the demands and requirements made upon the year group they wish to enter. This material may include any or all of the following:

- i) The score awarded by AQE in the CEA or the transfer grade awarded by GL or the transfer grade awarded by CCEA;
- ii) School reports indicating the results for the child of any tests/examinations conducted in **Post-Primary Education**;
- iii) Any other relevant material.

In the event that a place subsequently becomes available, it should be noted that those who have applied previously, but have failed to obtain a place in the School, will be placed on a **reserve list until 30 June 2020**, at which time their application is deemed to have elapsed.

The Board of Governors has approved the criteria described below and has delegated the task of applying these criteria to the Principal.

### 1 Criteria for admission for applicants

- 1.1 There **MUST** be places available in the year group being applied for, conditional upon places being available within classes to support appropriate subject choices and Department of Education guidelines regarding class size, subject to an overall enrolment number of 735.
- 1.2 If the number of applications is greater than can be admitted within the School Enrolment Number, or within a particular Year group, the following criteria will be applied in the order stated:
  - (i) children whose most recent reports from their present school (and previous schools, if applicable) satisfy the Principal on past school record and achievement, including attendance, behaviour and punctuality, will be considered before other children. (A satisfactory attendance rate would be 90% or higher). In the case of children whose attendance may have been affected by clearly documented medical or other problems, the Principal is empowered, in extenuating circumstances, to consider this. Each case will be carefully assessed by the Principal and will necessarily take into account appropriate documentary evidence medical or otherwise. In such a case the decision of the Principal will be final;
  - (ii) children whose applications have been **received on or before 1 June 2019** and applications received after this date from children who have recently moved into the area (\*see below) will be considered before other children;
  - (iii) children will be ranked on the basis of a scored interview to include attainment, effort, extra-curricular contribution, disciplinary record and motivation. It should be noted that the interview process will take into account **any educational attainment evidence, including the most recent school report, presented prior to or at the interview.**

2 If more than one child is eligible for the last remaining place(s) because they have equal scores, then the final place(s) will be allocated using the following criteria, in the order stated:

- (i) children who have a sibling currently enrolled in the School [state name(s) and Tutor Group(s)]
- (ii) children who are the eldest child in the family to transfer to a Post-Primary School.
- (iii) applicants will be ranked for acceptance on the basis of a computer-based process which will make use of the names of applicants as shown on their School Application Forms.

The process is carried out by means of a computer program which, for each applicant, generates a ranking number using the details from the School Application Form as the seed for a random number generator. The outcome, for any given applicant, is dependent only on the applicant's name (as written on the School Application Form), and is not affected by the details of any other applicant. Although the process is repeatable, and the results may therefore be subsequently verified, it is not possible to predict, in advance of running the program, what the result will be for any given set of details. Applicants with the lowest ranking numbers will be given places up to the number of places available. Further details may be obtained from the Principal.

\*Moving to the area from a distance of greater than 20 miles from the School as measured in a straight line using an Ordnance Survey web distance measurement tool from the child's home to the front entrance of the School's main administrative building. Home will be taken to mean the child's address appearing at the commencement of the School Application Form.

**Should a vacancy arise following the 1<sup>st</sup> September in the year of proposed admission, all applicants for admission to Years 9-12 that were initially refused, new applications, late applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until 30 June of the year following application.**

**The School will contact parents/guardians in writing if their child gains a place in the School by this method.**

**The names of all applicants will be automatically added to the list. Parents/guardians should contact the School if they wish for their child's name to be removed from the list.**

#### **THE VERIFICATION OF INFORMATION PROVIDED**

**Parents/Guardians should note that the information contained within an application that qualifies the child for admission may be verified.**

**The Board of Governors, therefore, reserves the right to require such supplementary evidence as it may determine to support or verify information on any School Application Form.**

**Parents should also note the provision of false information or incorrect information or the failure to provide verifying documents may result in either the withdrawal of a place or the inability of the School to offer a place.**