

**ST JOSEPH'S GRAMMAR SCHOOL**

58 Castlecaulfield Road

Donaghmore

Dungannon BT70 3HE

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**Website:** www.stjosephsdonaghmore.com

**Principal:** Mrs Geraldine Donnelly

**Chairperson of the Board of Governors:** Mr Ciaran McKenna (Acting)

**Voluntary Grammar School  
(Denominational)**

**Age Range:** 11 – 18

**Admissions Number:** 120\*

**Enrolment Number:** 750\*

**\*includes IMS**

**Open Evening: A virtual Open Evening video will be available for prospective pupils and parents at the beginning of February 2021 on the school's website**

**To Parents/Guardians naming St Joseph's Grammar School as a Preference on your child's online Application Form**

**CONTINGENCY ADMISSIONS CRITERIA FOR YEAR 8 ADMISSIONS IN 2021**

The Board of Governors of St Joseph's Grammar School continues to maintain its position in respect of the use of academic selection for the admission of pupils to its Year 8 form in the main school. This year, as a result of the cancellation of the GL Assessment in January 2021, the Board of Governors has adopted contingency criteria to deal with admissions to the main school for 2021 as set out in this document.

It is the intention of the Board of Governors of St Joseph's Grammar School to revert to the use of academic selection for future Year 8 admissions to the main school.

**GL Entrance Assessment Results**

As it has not been possible to conduct the GL Entrance Assessment on 30<sup>th</sup> January 2021 or on 6<sup>th</sup> February 2021, the Board of Governors of St Joseph's Grammar School have adopted this contingency set of admissions criteria to be used for the purpose of admitting Year 8 pupils to the school in September 2021.

**Special Provisions**

Special Provisions will only apply to children who were not entered for the PPTC GL Entrance Assessment this year because they took up residence in Northern Ireland after 16<sup>th</sup> October 2020 **or** they received more than half their primary education outside Northern Ireland.

Parent(s)/legal Guardian(s) who wish to apply to St Joseph's Grammar School under Special Provisions should complete Form SP1, obtainable from the school. They should state the precise reason/s why they believe their child is eligible for consideration under Special Provisions and upload the form with appropriate documentary evidence, verified by the Primary School Principal, and submit this with the online Application Form.

Parent(s)/legal Guardian(s) who are applying for Special Provisions must do so by **2.00pm on 16 March 2021**. After this date, claims for Special Provision should be made directly to St Joseph's Grammar School and the EA Post Primary Admissions notified. Using the information provided, the Board of Governors will determine whether Special Provisions applies. If it does, **those children who the Board of Governors considers to be eligible will be included under Criterion 1 of the Admissions Criteria.**

## **RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND PRINCIPAL IN RELATION TO ADMISSIONS TO THE SCHOOL**

The criteria are drawn up by the Board of Governors which may delegate the application of them to an Admissions Subcommittee. Any reference herein to the term the Board of Governors includes any Committee or Subcommittee appointed by the Board of Governors for the purposes of applying the admission criteria set out herein.

## **WAITING LIST FOR ADMISSION TO ST JOSEPH'S GRAMMAR SCHOOL**

Parents are invited to request that their child's name be placed on a waiting list for admission to a particular year group if they so wish. A waiting list of pupils wishing to be admitted to the school will be maintained until Friday 24<sup>th</sup> September 2021. Thereafter, parents/guardians who wish their child to be considered for a place in the school, should a place become available, must make a new application.

## **ADMISSION TO YEAR 8 - 2021-2022**

St Joseph's Grammar School is a Co-Educational Catholic Voluntary Grammar School. The school welcomes applications from children of all faiths. The Board of Governors of the school (which term includes any Committee or Admissions Subcommittee appointed by the Board of Governors to apply the Admission criteria set out herein) wishes to admit pupils who would benefit from a Catholic Grammar School education and whose parents/guardians are in agreement with the ethos and aims of the school.

For admissions in 2021, the school will assign places to all applicants to Year 8 on a quota basis as follows:

<b>Main school</b>	<b>70 places</b>	<b>Irish Medium Stream</b>	<b>50 places</b>
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- Where the school has fewer applicants than places available in either sector it will admit up to the admissions number with applicants from the other sector.
- Where the school has a greater number of applicants than places available in either sector, it will apply the relevant admissions criteria to decide which applicants to admit up to the quota stated.

## **ADMISSION CRITERIA**

**As a result of the cancellation of the GL Assessment in January 2021, the Board of Governors of St Joseph's Grammar School have adopted the following criteria for admissions to Year 8 in 2021. The Board of Governors intends to revert to the use of academic criteria for admissions to Year 8 after 2021.**

Available places will be allocated to pupils who have met the criteria below. In the event that there are more applicants than places, the criteria will be applied in the order in which it appears until all available places have been filled:

1. Applicants who have registered to sit the GL Entrance Assessment in any of the PPTCNI centres by the closing date for registration and who have **remained registered** until the date of cancellation (a full list of PPTCNI schools is available by contacting the school office).

Full responsibility rests with Parent(s)/legal Guardian(s) to provide sufficient details **at the time of application** on the online Application Form to allow such to be identified.

Parent(s)/legal Guardian(s) should not assume such knowledge on the part of the Board of Governors nor any individual member of the Board of Governors but must provide the evidence at the time of application and upload with the online Application Form.

2. Applicants who have a sibling/half sibling enrolled at the school **at the time of application**. The sibling(s) should be named on the online Application Form

**Or**

Pupils who are the eldest child of the family eligible to apply for admission to a mainstream school.

Full responsibility rests with Parent(s)/legal Guardian(s) to provide sufficient details **at the time of application** on the online Application Form to allow such to be identified.

Parent(s)/legal Guardian(s) should not assume such knowledge on the part of the Board of Governors nor any individual member of the Board of Governors but must provide the evidence at the time of application and upload it with the online Application Form.

3. Applicants whose sibling/half sibling had attended the school for at least two years. The sibling(s) should be named on the online Application Form.

Full responsibility rests with Parent(s)/legal Guardian(s) to provide sufficient written details on or with the online Application Form **at the time of application**.

Parent(s)/legal Guardian(s) should not assume such knowledge on the part of the Board of Governors nor any individual member of the Board of Governors but must provide the evidence at the time of application and upload it with the online Application Form.

4. Applicants who are entitled to free school meals at the date of application.

Parent(s)/legal Guardian(s) must ensure that this is indicated by completing the appropriate section on the online Application Form.

Parent(s)/legal Guardian(s) should not assume such knowledge on the part of the Board of Governors nor any individual member of the Board of Governors but must provide the evidence at the time of application and upload it with the online Application Form. The Board of Governors will request EA to verify FSM entitlement claimed on the online Application Form.

5. If following application of the above criteria the number of applicants still exceeds the number of places available, applicants will be ranked in descending age order ie: the eldest first as noted on the applicant's original copy Birth Certificate.

If after application of each particular criterion there are still places to be filled, then the next criterion will be applied to select applicants for places, in the order set down through to criterion number 5.

#### NOTES FOR INFORMATION

- a. For your information, please note the number of applicants who applied for places in the school and the numbers of pupils placed in St Joseph's Grammar School (including those pupils placed in the IMS) over the last three years (Table 1)
- b. Each year 70 pupils may be admitted to Year 8 to St Joseph's Grammar School. Each year 50 pupils may be admitted to the Irish Medium Stream at St Joseph's Grammar School. Additional places may be available due to appeals, temporary variations and SEN places.
- c. Parent(s)/legal Guardian(s) are asked to note that **it is their full responsibility to provide all relevant information to the Board of Governors on or uploaded with the online Application Form at the time of application**, and the Board of Governors shall not be obliged to consider any representations or information or documentary proofs not so furnished at the same time as the online Application Form.

- d. It is required that Parent(s)/legal Guardian(s) and all pupils admitted to the School accept and agree to abide by and adhere to the rules and regulations of St Joseph's Grammar School. Failure to do so will be regarded by the school management as an intention to withdraw the pupil from the school forthwith.

**Duty to Verify**

The Board of Governors reserves the right to require such supplementary evidence as it may determine so as to support or verify information on any applicant's online Application Form.

**The provision of false or incorrect information or the failure to provide information within the deadlines set by the school can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's online Application Form.**

**Table 1 - APPLICATIONS AND ADMISSIONS TO YEAR 8**

Year	Admissions No	Total Applications All Preferences	Total Admissions
<b>2018/19</b>	95*	108	73**
<b>2019/20</b>	95*	125	73**
<b>2020/21</b>	95*	173	170**

\*includes IMS

\*\*includes Appeals and Temporary Variations

**ADMISSION TO YEARS 9, 10 AND 11**

A small number of places may be available in some years on a competitive basis to pupils who would benefit from a Grammar School education and who can provide satisfactory, full and detailed written reports from their previous school. Admission will be subject to fully satisfactory written reports and at the discretion of the Authority of Governors. Interviews will be held as part of the admission procedure. Any admission depends on (1) academic ability and performance, (2) availability of place in that year group.

The school operates a waiting list for children who wish to transfer from other schools into the above year groups. Places will be offered strictly on a chronological basis with the earliest request for a place being considered first. The waiting list of pupils wishing to be admitted to the school will be maintained until Friday 24<sup>th</sup> September 2021. Thereafter, Parent(s)/legal Guardian(s) who wish their child to be considered for a place in the school, should a place become available, must make a new application.

**Additional criteria in the event of oversubscription**

1. Applicants who have a sibling enrolled at the **school at the time of application**: full responsibility rests with the Parent(s)/legal Guardian(s) to provide sufficient details **at the time of application** to allow such to be identified.
2. Applicants whose sibling/half sibling attended the school for at least two years: full responsibility rests with Parent(s)/legal Guardian(s) to provide sufficient written details. The sister/brother should be named.
  - a. The criteria are drawn up by the Board of Governors which may delegate the application of them to an Admissions Subcommittee. Any reference herein to the term the Board of Governors includes any Committee or Subcommittee appointed by the Board of Governors for the purposes of applying the Admission criteria set out herein.
  - b. Parent(s)/legal Guardian(s) are asked to note that **it is their full responsibility to provide all relevant information to the Board of Governors at the time of their application**, and the Board of Governors shall not be obliged to consider any representations or information or documentary proofs not so furnished.
  - c. It is interpreted and required that Parent(s)/legal Guardian(s) and all pupils admitted to the School accept and agree to abide by and adhere to the rules and regulations of St Joseph's Grammar School, as published in the School Prospectus and Student Guidelines.

## **THERE ARE NO ADMISSIONS TO YEAR 12**

### **ADMISSION TO YEAR 13**

The student must have obtained at minimum of five GCSE passes of Grades A\*, A, B or in special circumstances as deemed by the school, Grade C. All applications will be considered on their own merits. In addition to academic criteria, the student must have a record which indicates that high standards have been consistently met in the following areas:

- Conduct
- Application to study
- Attendance and Punctuality

Where oversubscribed, the school will decide the grade cut-off point and interview to select borderline students and apply the criteria above where relevant.

## **CRITERIA FOR ANY EXTRA PLACES MADE AVAILABLE BY THE DEPARTMENT OF EDUCATION**

### **FOR ADMISSION INTO YEAR 13**

The Department of Education may, on request, increase the number of students that the school can admit to its Year 13. Places that become available in this way shall be allocated only to students who meet the basic eligibility criteria for Year 13 study (as above) and shall be allocated in the order determined by the criteria to be applied in the order set down.

1. Students who have most recently completed Year 12 in St Joseph's Grammar School.
2. Students from other schools where admission to a place at St Joseph's Grammar School has been agreed by the Department of Education\*

- \* Parents should note how the Department of Education will, in response to a school's request, increase the school's enrolment number in order to allow additional post 16 students to enrol. DE will first check whether there is another school or schools of a type suitable for that student within an hour's journey of where the student lives. If there is, DE will then check whether this school/s may provide all of the post 16 courses that the student wishes to pursue. If these checks find that no other suitable school may provide all of the post 16 courses that the student wishes to pursue DE may agree to a school's request for additional places.

**What is a school of a type that is suitable for a student?** To determine this, DE first considers all schools to be one of 4 types:

- (i.) Denominational
- (ii.) Non-denominational
- (iii.) Integrated and
- (iv.) Irish-Medium

A school requesting an extra place for a post 16 student will belong to one of these 4 types and DE will consider any other school or schools from this same type as suitable for the student. DE will also consider as suitable for the student any school from the same type as the type of school that the child attended in Year 12.

### **ADMISSION TO YEAR 14**

The student must usually have obtained three subject passes in GCE AS level or equivalent of Grade C or above.

In addition, the student must have a record which indicates that high standards have been consistently met in the following areas:

- **Conduct**
- **Application to study**
- **Attendance and Punctuality**

Where oversubscribed, the school will decide the grade cut-off point and interview to select borderline students and apply the criteria above where relevant.

### **Notes for Applicants to Years 9 – 11 and 13**

Applications for admission to Years 9 – 11 and 13 should be submitted to the Education Authority - Southern Region or directly to the Principal. All applications will be considered by the Principal who is delegated by the Board of Governors to apply the criteria outlined for admissions to year 9-14 inclusive, with the exception of Year 12 to which admissions will not be considered.

Further information

Further information about the school is available in the school's prospectus which is published annually, on the school website and social media accounts. Additionally, parents and prospective pupils may visit on Open Evening (when public health conditions allow) or at any other time by appointment whilst the school is open to hosting visitors.