

## INTEGRATED COLLEGE DUNGANNON

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Principal: Mr A Sleeth BSc, PGCE

Chairperson of the Board of Governors: Mrs A Tate

## Grant Maintained Integrated Secondary

Age Range: 11 – 18+

Admissions Number: 110

Enrolment Number: 640

### VIRTUAL OPEN EVENING

YouTube & Facebook – Integrated College Dungannon

Twitter @icd1995

Alternatively, parents of prospective students, for Year 8 and Sixth Form, are welcome to contact the College on

(028) 8772 4401 to ask questions or discuss the College and our enrolment process.

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

The Board of Governors draws up the admissions criteria and delegates to an Admissions Subcommittee, which includes three voting members and the Principal, the responsibility for applying these criteria. Any reference herein to the term 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.

### INTEGRATED COLLEGE DUNGANNON ADMISSIONS CRITERIA FOR ENTRY INTO YEAR 8 FOR SEPTEMBER 2021

The Admissions Criteria below have been determined by the Board of Governors and will be applied by the College's Admissions Committee. Through the application of the Criteria, the Board of Governors seeks to establish an overall balance between religious affiliations and academic abilities. These are the pre-eminent features which distinguish an integrated school from all other schools.

Our aim is to have an intake which is as close as possible to the ratio of 45% Catholic, 45% Protestant and 10% of students of other faiths, or none, ('Others' Category). The Board of Governors also seeks to affirm the all-ability nature of the College, ensuring that each year group caters for all children, including the most academically able.

Parents naming Integrated College Dungannon, as a preference on their child's Online Transfer Application Form, must include the following information.

1. **A statement of the preferred religious affiliation of the applicant, either:**

- Protestant;
- Catholic;
- Other.

If religious affiliation is not stated on the Online Transfer Application Form, the applicant will be deemed Protestant, if transferring from a controlled school; Catholic, if transferring from a maintained school and Other, if transferring from an integrated school.

2. **Parents of academically able children wishing them to be considered for Grammar Entry must clearly indicate this on the Online Transfer Application Form.** 29% of places are available for students wishing to apply through Grammar Entry. This information or supporting evidence can also be uploaded. This may be one, or more, of the following: eg Progress Test in English (PtE) scores; Progress Test in Maths (PtM) scores or any other standardised test results available from their child's primary school relating to Key Stage 2; a school

report which reflects high academic ability or equivalent supporting evidence. Academic evidence is simply an indicator of the child's academic profile and is used to inform teaching and learning, and curriculum planning.

Integrated College Dungannon has been directed, by the Department of Education, to select for admission applicants resident in Northern Ireland at the time of their proposed admission before any applicant not so resident may be selected for admission.

In the event that the number of applicants exceeds our Admissions Number, the Board of Governors has determined the Criteria outlined below shall be applied to each mode of entry ie Grammar and then All-Ability in that order.

The Criteria will be applied first to applicants in the 'Others' Category until a maximum of 10% of the places have been allocated. In the event that less than 10% of the places have been awarded to the 'Others' Category, the balance will be equally divided between Catholic and Protestant applicants. Should an odd number of places remain, the additional place will be allocated as appropriate to maintain a religious balance. These Criteria will then be applied separately to Catholic and Protestant applicants. However, if there are less than 45% from either of the main traditions, the balance of places will be allocated between the other main tradition and the 'Others' Category using the same procedure.

**Those applicants not securing a place through the grammar mode of entry will be considered with all other applicants who have applied through the all-ability mode of entry.**

NB: The provision of inaccurate, ambiguous or misleading information provided on, or attached to, any such application may prejudice the offer of a place and may subsequently lead to the withdrawal of a place awarded to any applicant, who shall be deemed to have gained unfair and improper advantage by submitting such information. The College reserves the right to authenticate and seek verification of the content of any application. In the case of a surname, the final decision will be based on the surname shown on the birth certificate, or any subsequent court order. The failure to provide verifying documents according to the required deadline, may result in the inability of the College to offer a place.

### ADMISSION CRITERIA

#### (Admission to Year 8 in September 2021 through the Online Transfer Procedure)

**Criterion A: A maximum of 29% of the intake will be selected for Grammar Entry.**

The Board of Governors, in seeking to affirm the all-ability nature of the College, will ensure that each year group caters for students of all abilities, including the most academically able. Grammar Entry is available for a maximum of 29% of the intake. Parents of academically able children may opt for Grammar Entry, and should state 'Grammar Entry' on the Online Transfer Application Form, and may upload appropriate supporting evidence. **If Grammar Entry is not stipulated on the Online Transfer Application Form, the child will be considered for All-Ability Entry.** The College will strive for religious balance within the applicants selected for Grammar Entry and the overall admissions number. If the number of applicants for Grammar Entry exceeds the number of places available, the Criteria 1 to 4, listed below, will be used to determine a rank order to select applicants for Criterion A.

Academic evidence is simply an indicator of the child's academic profile and is used to inform teaching and learning, and curriculum planning.

Those applying for Grammar Entry, and who are not admitted under criterion A, will automatically be considered for admission, with all other applicants, under Criterion B.

**Criterion B: A minimum of 71% of the intake will be selected for All-Ability Entry.**

The College will strive for religious balance within the applicants selected for All-ability Entry and the overall admissions number. If the number of applicants for All-ability Entry exceeds the number of places available, the Criteria 1 to 4, listed below, will be used to determine a rank order to select applicants under Criterion B.

The Board of Governors has determined that criteria 1 to 4, listed below, shall be applied initially to all first preference applications in each mode of entry. If places remain, all other preferences will be considered equally in each mode of entry.

### Criterion 1

Applicants who, at the date of their application, have a sibling currently attending the college. Sibling is defined as 'child of the family' and this includes:

- A child born to a married couple;
- A child born to a co-habiting couple;
- A child of either of those people by a previous marriage or relationship;
- A child living with same sex partners whether there is a civil partnership under the Civil Partnership Act 2004 or not;
- An adopted or fostered child;
- A situation where, for example, an orphaned cousin is being brought up with a family.

### Criterion 2

Applicants who have been granted a place, by the IFA, on the Elite Performance Programme.

### Criterion 3

Applicants who are transferring from Windmill Integrated Primary School, Saints & Scholars Integrated Primary School, Portadown Integrated Primary School or any other Integrated Primary School.

### Criterion 4

All other applicants.

### TIE-BREAKER CRITERIA

In the event of oversubscription in any criterion then selection will be determined as below:

#### Method 1 – Alphabet

- Applicants will be selected for admission on the basis of initial letter of surname (as entered on Birth Certificate) in the order set out below

**H Q E K W A M C G S P D Y I B F J L U T Z R V N X O**

- This order was determined by a randomised selection of the letters of the alphabet (carried out by an independent auditor);
- In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames will be used.

#### Method 2 – Age

If further selection is required, applicants will be placed in rank order from eldest to youngest as entered on their Birth Certificate, selecting the eldest first.

### FREE SCHOOL MEALS ENTITLEMENT CRITERION

When applicants have been selected to the quota of the college's Admissions Number then the following criteria will be applied.

Applicants who are entitled to Free School Meals\* (FSME): Priority to be given so that the proportion of such children admitted is not less than the proportion of first preference FSME applications received within the total number of first preference applications received.\*\*

\* 'entitled to Free School Meals' will mean applicants who at the date on which they have signed their post-primary Online Transfer Application Form, or at any date up to and including 12 April 2021 (not later than 4pm) have communicated within their Online Transfer Application Form that they are listed on the Education Authority register as entitled to Free School Meals.

\*\* The calculation of this proportion will be on the basis of first preference applications received by the College on or before 31 March 2021.

NB. All information relevant to the above must be clearly stated by the parents according to the requirements of the Online Transfer Procedure conducted through the Education Authority.

### VERIFICATION OF ALL INFORMATION

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on the Online Transfer Application Form or appended to the Online Transfer Application Form by parents/carers. For verification purposes original documents are required and not facsimiles or photocopies.

If the requested evidence is not provided to the Board of Governors by the deadline specified by the Board of Governors, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.

It is the responsibility of the Parents/Carers to ensure that:

- The Online Transfer Application Form and other necessary documentation are correctly completed;
- All relevant information is uploaded with the Online Transfer Application Form including the religion of the applicant, and any material relating to a grammar entry application;
- Any required verification documents are provided within specified deadlines.

Additional information submitted after the receipt, by the college, of the Online Transfer Application Forms will only be considered in the event of a place becoming available after the issue of the initial placement letters.

### ADMISSION TO YEAR 8 LATER IN THE 2021/2022 SCHOOL YEAR

#### The College operates a Waiting List Policy

In the event that there are more applicants than places available, the Board of Governors has determined that priority will be given to applicants in the order set down. The Principal has been authorised, by the Board of Governors, to apply these criteria throughout the academic year. The Principal may offer a place to an applicant, where there is a space available in the appropriate class to cater for academic ability. Cognisance will be paid to religious affiliation in line with the aim above regarding balance.

#### Criterion 1

Applicants who, at the date of their application, have a sibling currently attending the college. Sibling is defined as 'child of the family' and this includes:

- A child born to a married couple;
- A child born to a co-habiting couple;
- A child of either of those people by a previous marriage or relationship;
- A child living with same sex partners whether there is a civil partnership under the Civil Partnership Act 2004 or not;
- An adopted or fostered child;
- A situation where, for example, an orphaned cousin is being brought up with a family.

### Criterion 2

Applicants who have been granted a place, by the IFA, on the Elite Performance Programme.

### Criterion 3

Applicants who are transferring from Windmill Integrated Primary School, Saints & Scholars Integrated Primary School, Portadown Integrated Primary School or any other Integrated Primary School.

### Criterion 4

All other applicants.

### TIE-BREAKER CRITERIA

In the event of oversubscription in any criterion then selection will be determined as below:

- Applicants will be selected for admission on the basis of initial letter of surname (as entered on Birth Certificate) in the order set out below

**H Q E K W A M C G S P D Y I B F J L U T Z R V N X O;**

- This order was determined by a randomised selection of the letters of the alphabet (carried out by an independent auditor);
- In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames will be used.

### APPLICATIONS AND ADMISSIONS TO YEAR 8

Year	Admissions No	Total Applications All Preferences	Total Admissions
<b>2018/19</b>	110	130	114
<b>2019/20</b>	110	122	112
<b>2020/21</b>	110	125	118

### ADMISSION CRITERIA

**(Admission to Years other than Year 8)**

**The College operates a Waiting List Policy**

In the event that there are more applicants than places available, the Board of Governors has determined that priority will be given to applicants in the order set down. The Principal has been authorised, by the Board of Governors, to apply these criteria throughout the academic year. The Principal may offer a place to an applicant, where there is a space available, in the year group applied for in the appropriate class to cater for academic ability. Cognisance will be paid to religious affiliation in line with the aim above regarding balance.

### Criterion 1

Applicants who, at the date of their application, have a sibling currently attending the college. Sibling is defined as 'child of the family' and this includes:

- A child born to a married couple;
- A child born to a co-habiting couple;
- A child of either of those people by a previous marriage or relationship;
- A child living with same sex partners whether there is a civil partnership under the Civil Partnership Act

2004 or not;

- An adopted or fostered child;
- A situation where, for example, an orphaned cousin is being brought up with a family.

### Criterion 2

Applicants who have been granted a place, by the IFA, on the Elite Performance Programme.

### Criterion 3

Applicants who attended Windmill Integrated Primary School, Saints & Scholars Integrated Primary School, Portadown Integrated Primary School or any other Integrated Primary School, or are transferring from an integrated secondary school.

### Criterion 4

All other applicants.

### TIE-BREAKER CRITERION

In the event of oversubscription in any criterion then selection will be determined as below:

Applicants will be selected for admission on the basis of initial letter of surname (as entered on Birth Certificate) in the order set out below

**H Q E K W A M C G S P D Y I B F J L U T Z R V N X O;**

- This order was determined by a randomised selection of the letters of the alphabet (carried out by an independent auditor);
- In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames will be used.

### **ADMISSION TO YEARS 13 AND 14** **The College operates a Waiting List Policy**

A minimum of 6 GCSEs Grade A\* - C including English Language is required in order for a student to join Sixth Form at the college. Students must also meet the specific entrance requirements of the individual subjects they wish to study as published by the College in the Sixth Form Information Booklet for September 2021. This will be discussed with each student at the time of application.

Our NIFL Scholarship Programme entry requirements are published in a separate prospectus – available from the College on request.

The Board of Governors has agreed, when an application to join the College is received, the Principal may request an attendance and behaviour report from the previous school attended by the applicant. For all applications to Sixth Form, previous attendance above 90% and positive behaviour records will be required to assist the college in determining if a place will be granted to the applicant.

### **WAITING LIST POLICY**

Where the College is over-subscribed and no places are available, a parent/guardian must submit an AP1 form to have their child's name added to the waiting list. A student's name can only be added to the waiting list if they currently reside in Northern Ireland.

The following arrangements apply:

- The waiting list operates for the year groups 8, 9 & 10, in the current academic year, in the College where there is an over-subscription.

- In the case of transferring into Year 8 for the next academic year, the list opens on the date on which the transfer procedure concludes and closes on 30 June of the relevant school year.
- In the case of year groups 11 and 13, the list opens on 1 July and closes on 30 June of the relevant school year. It is unlikely that a child will be offered a place in year groups 12 and 14.
- All interested parents/guardians must contact the College, in writing, to request that their child's name be added to the waiting list.
- If a place becomes available in a particular year group the College will offer a place to the highest ranking child in that year group, using the admissions criteria as detailed in the 'Guide for Parents' (Admission to years other than Year 8).
- Parents/guardians will be contacted by phone if a place is offered to their child. If the place is not accepted, the next highest-ranked child will be offered the place.
- The Principal may phone the school from which the student is transferring to discuss attendance, ability, behaviour and SEN/EAL, where necessary.
- While the college wishes to offer every student an opportunity to experience 'life at ICD', the admissions/enrolment sub-committee of the Board of Governors may refuse to accept a student, where they believe that student's placement is detrimental to the learning, safety or behaviour of students already attending the college.
- By 30 June each year, parents/guardians will be asked to inform the college office, in writing, if they wish their child to remain on the list. The list will then be updated for the following year. In the event of a parent/guardian not replying to the letter, within 10 working days, the child's name will be removed from the list.
- The operation of the waiting list will be reviewed by the Board of Governors on an annual basis.