

The Admissions Criteria given below have been drawn up and approved by the Board of Governors; their application has been delegated to the Principal.

## **ADMISSIONS CRITERIA YEAR 8 2019-2020**

Strathearn (the 'School') is an all girls grammar school offering a wide-ranging curriculum of academic courses. The School will initially consider only those pupils who have taken the Common Entrance Assessment (CEA) provided by the Association for Quality Education (AQE). The School will use the score as awarded by AQE to a pupil in the CEA (the "Score"), subject only to the consideration by the Board of Governors of those pupils claiming Special Circumstances or Special Provisions as explained below. Information on the CEA is available from the School or the AQE website ([www.aqe.org.uk](http://www.aqe.org.uk)).

**The Score in the AQE CEA and the AQE Candidate number should both be entered in Section C of the Transfer Form. The original notification received from AQE indicating your daughter's AQE CEA Score should be attached to the Transfer Form. This information will be verified by the School.**

Strathearn will **not** use as a criterion the position of preference given to the School by the applicant on the Transfer Form. Therefore, a girl who has listed Strathearn as a second or subsequent preference school will be considered in the same way as those who have placed Strathearn first on the list.

Girls resident in Northern Ireland at the time of their proposed admission to the School will be selected for admission before any girl not so resident.

1 The first 110 places from the admissions total of 120 will be allocated to girls on the basis of the rank order of their respective Scores; those achieving higher Scores being allocated places before those with lower Scores. If more than one girl is eligible for the 110<sup>th</sup> place because they have equal Scores, then all such girls will be allocated places up to the School's admission number, using, if necessary, the criteria listed in paragraph 4 below.

2 Following the allocation of places as described in paragraph 1, a pool (the 'Pool') will be established and the remaining places (if any) shall be allocated from the Pool.

The Pool will consist of at least 15 girls identified on the basis of the rank order of their respective Scores. The Pool will include all girls who achieved the three next highest Scores. If the number of girls achieving these Scores is less than 15, then all girls achieving the fourth next highest Score shall be included in the Pool and, if necessary, the fifth next highest Score and so on, until the Pool consists of at least 15 girls.

Once the Pool has been established, girls from the Pool will be allocated to the remaining places on application of the criteria listed in paragraph 4 below.

3 If, following the application of criteria set out in paragraphs 1 and 2 above, all the available places have not been filled, the School will consider for admission any girls who have not taken the CEA. Allocation of the remaining places will be made by applying the criteria listed in paragraph 4 below.

4 If as specified above, the number of applications exceeds the number of available places, the following further criteria will then apply, in the order stated:

- (i) girls enrolled in the School's Preparatory Department as of 1 September 2017;
- (ii) girls with a child of the family currently enrolled in the School's Secondary Department (details to be supplied) or accepted for enrolment in September 2019;
- (iii) girls who are the eldest child of the family to be eligible for admission in September 2019 (details to be supplied);
- (iv) girls with the highest scores;
- (v) girls who are entitled to Free School Meals\*;
- (vi) girls with a sibling who has attended the School's Secondary Department (name and date of attendance to be supplied);
- (vii) girls
  - with a sibling currently enrolled in Years 8 to 14 or accepted for enrolment in September 2019, in Campbell College or RBAI (Senior School) (details to be supplied), or
  - having a parent currently employed by the School for a continuous minimum period of one year at the date of transfer, or
  - with a parent or guardian who has attended the School's Secondary Department (name and date of attendance to be supplied);

- (viii) if more than one girl is eligible for the final place, priority will be given to the girl whose home is closer to the School. Distance will be measured in a straight line using an Ordnance Survey web distance measurement tool from the front door of the girl's home to the front entrance of the School's main administrative building. Home will be taken to mean the girl's address appearing at the commencement of the Transfer Application Form.

\* "entitled to Free School Meals" will mean girls who are listed on the Education Authority register as entitled to Free School Meals at the date on which their parent or guardian has signed their post-primary Transfer Form, or at any date up to and including 1 May 2019.

**The School emphasises that it is the responsibility of the applicants to notify the School on the Transfer Form where the above criteria apply, and to furnish relevant details.**

### **Duty to verify**

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

To this end, the School will adhere to the Department of Education's verification procedures (Circular 2011/20) which state:

*'The provision of false or incorrect information or the failure to provide information within the deadlines set by schools 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 Transfer Form'*

*'If you state within your application that your child is currently registered as Free School Meal Entitled, and that claim is decisive in qualifying her for admission, then that information will be verified. If it is found to be incorrect, then any place offered because of it will be withdrawn.'*

### **Special Circumstances**

Strathearn School has academic performance as its first criterion, subject only to the consideration of medical or other problems which may have affected performance in the Common Entrance Assessment (CEA) and which are supported by documentary evidence of a medical or other appropriate nature. These 'medical or other problems' are commonly referred to as 'Special Circumstances'.

Please note, if a claim for the consideration of Special Circumstances is made in respect of matters for which Special Access arrangements were granted for a pupil, the School will take into account the fact that the pupil was granted Special Access arrangements for those matters.

Parents who wish to apply to the School under Special Circumstances should complete Form SC18 obtainable from the School or AQE, and attach it with appropriate documentary evidence to the Transfer Form, as detailed below.

- **Details of Medical or Other Problems**

Where it is claimed that a pupil's performance in the CEA has been affected by a medical or other problem, it is the responsibility of the parents to set out in the Form SC18 precise details of the problem and append evidence to corroborate its existence.

Where the problem is a medical one of short term duration which affected the pupil only at the time of the CEA, the School will give greater weight to evidence that the pupil was examined by a medical practitioner in relation to the illness at the time of the assessments.

Where the problem is of a non-medical nature the parents should append appropriate evidence.

It should be noted that in all cases independent evidence will carry greater weight.

- **Educational Evidence**

It is the responsibility of the parents to provide the educational evidence as detailed in the Form SC18. This should include (where they exist):

the score awarded in the Common Entrance Assessment;

the results for the pupil of any standardised tests conducted in Year 5, Year 6 and Year 7 and the results in any end of year tests in English and Mathematics in Years 5 and 6;

additional comparative information from the Primary School for other pupils in the pupil's Year 7 class (without names) and which should include the results of any standardised tests conducted in Year 5, Year 6 and Year 7, the results in any end of year tests in English and Mathematics in Years 5 and 6, and, where available, the respective CEA scores.

A panel of Governors will consider the application for Special Circumstances and where accepted, the panel will determine a score for the pupil. In determining a score, the panel will consider all of the academic information presented, and, if necessary, comparative data collected by the School. Such pupils will then be considered with all other pupils who have received a CEA score and the admissions criteria applied.

### Special Provisions

Special provisions will apply for:

- a) pupils whose parents wish them to transfer from schools outside Northern Ireland;
- b) pupils who have received more than half their primary education outside Northern Ireland;
- c) pupils, entered for the AQE Common Entrance Assessment, who because of unforeseen and **serious** medical or other problems were unable to participate in any of the assessments.

Note: It is expected that all those seeking admission should sit the AQE CEA, with the exception of those pupils who take up residence in Northern Ireland after the start of the Year 7.

Parents who wish to apply to the School under Special Provisions should contact the School as soon as possible. In addition they should complete Form SC18, obtainable from the School or AQE, stating the precise reason why they believe their daughter is eligible for consideration under Special Provisions and provide appropriate independent documentary evidence including any Educational Evidence as detailed under Special Circumstances above and that might assist the panel determine an appropriate score. A copy of SC18 and all the documentary evidence should be attached to the Transfer Form.

For those pupils whose parents wish them to transfer from schools outside Northern Ireland, applications for Special Provisions should be received by the School by 12 April 2019.

A panel of Governors will consider the application for Special Provisions. Where Special Provisions are accepted, the following procedure will apply:

- a) the School will consider any assessment information and may choose to commission an independent assessment of the pupil's ability in English, Mathematics and/or Verbal Reasoning;
- b) a panel of Governors will determine an appropriate score for the pupil. In determining a score, the panel will consider all of the academic information available, and, if necessary, comparative data collected by the School. The pupil will then be considered with all other pupils who have received a CEA score and the admissions criteria applied.

### Applications and Admissions

Year	Admissions No	Total Applications <i>ie.</i> <i>All preferences</i>	Total Admissions
2016/17	110	154	110
2017/18	110	124	110
2018/19	110	166	110

### Waiting Lists.

Strathearn School operates a waiting lists policy. For Year 8, all applications for admission to Year 8 that were initially refused will be automatically added to the waiting list. New applications, late applications and applications where new information has been provided will also be added to the waiting list. This waiting list will be in place until the end of the following academic year, that is, the end of Year 8. Please contact the school if you wish your daughter's name to be removed from the list.

Should a vacancy arise after the day placement letters have issued from the Education Authority, the published criteria will be applied to the waiting list to select the next candidate for admission.

Waiting lists are also maintained for other Years and applications should be made in writing using the form available on the School website or from reception.