

BALLYMONEY HIGH SCHOOL

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Controlled Secondary School

Age Range of pupils: 11-19 years
Admissions Number: 130
Enrolment Number: 770

Principal: Mr J Bingham
Chairman of the Board of Governors: Mr D Fulton

Open Evening for prospective pupils and parents will be on Monday 8th January 2024 at 7.00 p.m.

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

The criteria below have been determined by the Board of Governors. In the event of the criteria having to be applied, the Principal will consider all applications in the first instance and final decisions regarding admission will be taken by the Board of Governors or a sub-committee thereof, established for the purpose.

ADMISSION CRITERIA FOR ENTRY INTO YEAR 8

If the number of applications for places in Year 8 in **September 2024**, exceeds the number of places available, pupils will be admitted according to the following criteria, applied in the order set down.

1. Preference will be given to applicants who are resident in N. Ireland at the time of their proposed admission.
2. Applicants who have selected Ballymoney High School as their first or second preference school.
3. Applicants who have had a 'sibling'* or 'parent' presently or previously enrolled in Ballymoney High School.
4. Applicants whose parent/guardian is an employee of Ballymoney High School or who is due to take up such an appointment in the 2024/2025 academic year.
5. Applicants who at the date of application, are the first child of the family** to be eligible to apply for admission to post primary school or are the first child of the family to seek a place in a non-selective post primary school or mainstream school. Please state carefully in the application form how this is met.
6. If the school's admission number is exceeded after the application of criteria 1, 2, 3, 4 and 5 preference will be given to applicants for whom Ballymoney High School is the nearest controlled secondary school, as measured in a straight line using the iPhone App, 'Mapulator' from their place of residence to the pedestrian entrance to the school on the Garryduff Road.
7. If the school's admission number is exceeded at this stage, preference will be given to applicants whose residence is closest to Ballymoney High School as measured in a straight line using the iPhone App, 'Mapulator' from their place of residence to the pedestrian entrance to the school on the Garryduff Road.
8. If applicants are tied at Criterion 6, then priority shall be determined amongst these tied applicants according to the placement of their surname in a rank order determined according to the following randomly developed order of letters:

bgtvfredcxswqazyhnujmkioip

Where applicants have the same surname, then the first forename shall be used.

Where applicants are still tied, then priority will be determined amongst them by a method of random selection.

It is the responsibility of parents to ensure that all information relevant to the above criteria is included on the transfer application and, in particular, information relating to criteria 3 (sibling rule) and 5 (eldest child rule).

Applicants should note that they may be required to produce documentary evidence verifying information pertinent to the school's Admission Criteria. The provision of false or incorrect information, or failure to provide the verifying documentary evidence by the required deadline, may result in either the withdrawal of a place or the inability of the school to offer a place.

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.

The above criteria do not apply to admission to the school's Learning Support Centre for children with moderate learning difficulties. Copies of the admission criteria for these units are available from the school on request.

The above criteria will also apply for applications received during year 8.

Number of Applications and Admissions

Year	Admissions No.	Total Applications All Preferences	Total Admissions
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2021/22	130	161	142
2022/23	130	136	131
2023/24	130	135	132

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

ADMISSION CRITERIA FOR ENTRY INTO YEAR 9-12

We ask that parents/guardians must make an appointment to meet with the Principal to discuss their child/ children's application for admission.

Pupils will be considered for enrolment provided that:

- (a) The school would not exceed its enrolment number
- (b) In the opinion of the Board of Governors their admission would not prejudice the efficient use of the school's resources
- (c) The application is supported with the submission of up-to-date records, both academic and pastoral

If at the time of the consideration of the applications, there are more eligible applicants than places available then the admissions criteria for entry to Year 8 pupils will be applied.

*A sibling is each of two or more children who has one or both parents in common.

**Child of the family. The Department considers that "child of the family" covers:

- A child born to a married couple or to a couple in a civil partnership;
- A child born to a co-habiting couple;
- A child born to a single parent;
- A child of either/any of those people by a previous marriage, civil partnership or relationship;
- A child living with a couple who has been treated as a "child of the family" whether there is a marriage or a civil partnership or not;
- A child living with an individual, who has been treated as a "child of the family";
- An adopted or fostered child;
- A situation where for example an orphaned cousin is being brought up with a family or individual;

The child should be a child of the family as at the date of application.