

ANTRIM GRAMMAR SCHOOL

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Principal: Mrs H Woods, BSc, BEd, PQH

Chairman of the Board of Governors: Mr Roger McCune



**Controlled Grammar School
(Non-denominational)**

Age Range of pupils: 11-18

Admissions No: 105

Enrolment No: 740

The Education Authority has published a Development Proposal to increase the approved admissions number of Antrim Grammar School, from 105 to 112 with effect from 1 September 2017 or as soon as possible thereafter. After public consultation the proposal will be forwarded to the Minister of Education for consideration and decision.

Open Day:

The School will be open for visits by pupils and prospective parents on Saturday, 7th January 2017,
9.15 a.m. to 12.15 p.m.

Principal's address: 9.30 a.m. and 11.00 a.m.

ADMISSIONS CRITERIA FOR ENTRY INTO YEAR 8

To parents/guardians naming Antrim Grammar School as a preference on your child's transfer form.

Entrance Test Results

Antrim Grammar School will consider the outcome of a pupil's performance in either the AQE assessment or the GL assessment. On the Transfer Form parents should provide details of the candidate number issued to their child by AQE and/or GLA when he/she registered for the assessment.

Parents should attach the original AQE results form or a copy of the GLA results form (or both where an applicant has sat both assessments) to the Transfer Form.

Special Circumstances and/or Special Provisions

If you are making a claim for your child to be considered under Special Circumstances or Special Provisions please note that you are required to provide documentation, as described in the Admissions Criteria below, and attach it to the Transfer Form.

It is the responsibility of parents and guardians to ensure that all relevant information to an application for Special Circumstances or Special Provision is included in the appropriate claim form for AQE or GL Assessment and attached to the Transfer Form.

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

Antrim Grammar School (the School) is a co-educational, interdenominational school with an Enrolment Number of 740 and an Admissions Number of 105.

In the event of the School being oversubscribed the Board of Governors has approved the criteria described below and has delegated the task of applying these criteria to the Admissions Sub Committee. Decisions in respect of "Special Circumstances" and "Special Provisions" are taken by the Admissions Sub Committee to whom decision-making powers have been delegated by the full Board of Governors of the School. Further reference, therefore, to the Board of Governors may imply the Admissions Sub Committee.

Admissions criteria to be applied to all applications

For the academic year 2017 - 2018 Antrim Grammar School will continue to use academic criteria in the first instance to select pupils. The School will consider applications from children who have taken the entrance assessments anywhere in Northern Ireland provided by the Association for Quality Education (AQE) or GL Assessment (GLA), subject only to the consideration of those children claiming "Special Provisions", as defined below.

Consideration will also be given to those children claiming "Special Circumstances", as defined below, in respect of medical or other problems which may have affected performance in the AQE or GLA entrance assessments.

Antrim Grammar School will not use as a criterion the position of preference given to the school on the Transfer Form; for example, a child who has chosen the School as a second preference school will be considered in the same way as all first preference applications.

1. Applicants will be allocated to a Band in the order stated below: all applicants allocated to Band I will be admitted before those allocated to Band II, Band II before Band III and so forth.

There is no requirement that an applicant should sit both the AQE and GL entrance assessments. However, in the case of an applicant who sits both assessments, the School will consider whichever outcome places the applicant in the higher Band.

AQE will provide parents with an age adjusted Standardised Score for each applicant who has taken that assessment in Northern Ireland in 2016. The School will use this Standardised Score as set out in the Table below, and allocate pupils to a Band accordingly.

	AQE Standardised Score
Band I	106 or above
Band II	103 – 105
Band III	99 – 102
Band IV	94 – 98
Band V	88 – 93
Band VI	87 or below

GLA will provide the results of the entrance assessment to parents as a Standardised Age Score, a Grade and a Cohort Percentile. The School will use the Cohort Percentile to allocate pupils to a Band as outlined above.

	GL Cohort Percentile
Band I	60 or above
Band II	50 - 59
Band III	40 - 49
Band IV	30 - 39
Band V	20 - 29
Band VI	19 or below

2. In the event of there being more applicants within any of the above bands than places available, or should any further places remain to be filled, the criteria outlined below will apply in the order stated:-

- (i) Children who have a sibling¹ currently attending the school;
- (ii) Children who are the eldest/only² child of the family;
- (iii) Applicant attends a Primary School which is a recognised feeder school to Antrim Grammar School (see note 2)
- (iv) Children whose home address, as indicated at the commencement of the Transfer Application Form, is within the Antrim/Newtownabbey Borough Council area; (see note 1)
- (v) Applicant is entitled to Free School Meals (see note 1). The definition of Free School Meals (FSM) is a child who is listed on the Education Authority register as entitled to FSM at the date on which their parent/guardian signs the Transfer Form or at any date prior to and including 3rd May 2017.
- (vi) The age of the child established by date-of-birth as entered on a Birth Certificate or Adopted Children's Register, preference being given to the eldest child;
- (vii) In the unlikely event, in criterion (vi) above, of two or more children having the same date of birth, children will be selected by establishing a rank order determined on the basis of the alphabetical order of surnames, first forenames and subsequent forenames in the order A to Z as used in the BT Telephone Directory "BT Order", using the surname (and forenames if appropriate) as entered on the Birth Certificate or Adopted Children's Register. If after all the criteria above have been exhausted it becomes necessary to make a final selection random selection will be used. Each application at this stage will be allocated a random number electronically generated with Microsoft Excel. The applications will then be ranked in order, with the higher numbers having preference.

¹ Where applicable "sibling" is defined as another child of the family [Article 2(2) of the Domestic proceedings (NI) Order 1980] to include, for example, half-brothers and sisters, together with children who are adopted or fostered.

² Twins and other multiples who are eldest in the family are treated as joint eldest children. Eldest child to apply to a mainstream school.

Special Circumstances and Special Provisions - General Information (see note 1)

The purpose of a claim for Special Circumstances and/or Special Provisions is so that a child can be assigned a score equivalent to that which he or she would have obtained in the AQE or GL assessments under normal conditions.

Consideration of a claim for Special Circumstances and/or Special Provisions consists of two parts: the first requires the consideration of whether there is sufficient material to permit a child to be considered as having Special Circumstances or attracting Special Provisions, or both; if a child is permitted to be considered as having Special Circumstances or as attracting Special Provisions or both, the second part of the consideration requires an educational judgement to be made on the totality of the material presented to the School so that a score equivalent to that which the child would have obtained in the AQE or GL assessments under normal conditions can be awarded.

It is for parents/guardians to present all such material as they consider will assist the school in performing both parts of the consideration described above. All such material should be attached to the Transfer Form. It should be noted by parents/guardians that both parts of the consideration referred to involve an exercise in judgement and not precise calculation.

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

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

Educational Evidence to be provided in support of a claim for Special Circumstances and/or Special Provisions

In reaching the educational judgement needed to award the mark that the child would have obtained in the AQE or GL assessments under normal circumstances, the Admissions Sub Committee will consider any material presented by parents/guardians (and attached to the Transfer Form) in support of the application. This material may include any or all of the following:

- (i) The score achieved in the AQE or GL assessments;
- (ii) The results for the child of any standardised tests conducted in Year 5, Year 6 and Year 7 and the results in any end of year tests, conducted in Years 5 and 6, in English and Mathematics;
- (iii) Comparative information from the Primary School, including the results, without names, for other children in the child's Year 7 class of any standardised tests conducted in Year 5, Year 6 and Year 7 and the results in any end of year tests, conducted in Years 5 and 6, in English and Mathematics and where available, the respective AQE or GLA score awarded;
- (iv) Any other relevant material.

Parents/Guardians are free to provide any other educational evidence for consideration by the Admissions Sub Committee by attaching it to the Transfer Form and Form SC16. The Admissions Sub Committee will consider all evidence provided in exercising its judgement in order to award a score to the applicant.

It is the responsibility of the parents to provide the educational evidence. Where such information is unavailable, for good reason, the Governors reserve the right to make a decision based on the information available and may use historical and comparative data collected from other schools.

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

Special Circumstances (see note 1)

The 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 AQE or GL assessments 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 child, the School will take into account the fact that the child was granted Special Access arrangements for those matters.

Parents/Guardians who wish to apply to the School under Special Circumstances should complete the relevant forms, stating the precise reason why they believe the child should be considered for Special Circumstances and attach it with appropriate evidence to the Transfer Form.

Details of Medical or Other Problems

Where it is claimed that a child's performance in the AQE or GL assessments has been affected by a medical or other problem, it is the responsibility of the parents/guardians to set out in the relevant form 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 child only at the time of the assessments, parents/guardians should be aware that the school will attach greater weight to evidence indicating that the child 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 parent/guardians should set out in the relevant form the precise details of the problem and append appropriate evidence.

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

The Admissions Sub Committee will consider the application for Special Circumstances. Where Special Circumstances are accepted, the Admissions Sub Committee will determine, on the basis of the information available, an appropriate AQE or GL score for the child. Such children will then be considered with all other children who have received an AQE or GL score and the Admissions Criteria applied.

Special Provisions (see note 1)

Special Provisions will apply for:

- (a) children whose parents/guardians wish them to transfer from schools outside Northern Ireland; or
- (b) children who have received more than half their primary education outside Northern Ireland; or
- (c) children, entered for assessment, who because of unforeseen and serious medical or other problems which are supported by appropriate independent documentary evidence, were unable to participate in any of the assessments.

Parents/Guardians who wish to apply to the School under Special Provisions should contact the school as soon as possible. In addition they should complete the necessary AQE or GL form, stating the precise reason why they believe the child is eligible for consideration under Special Provisions and attach it with appropriate independent documentary evidence to the Transfer Form.

The Admissions Sub Committee of the Board of Governors will consider the application for Special Provisions. Where Special Provisions are accepted, the Admissions Sub Committee will determine, on the basis of the information available, the appropriate band for the child and the Admissions criteria applied.

Admissions to Year 8 following completion of the Transfer Procedure

Should the Board of Governors determine that a child who has arrived in Northern Ireland after the Transfer Process has been concluded is suitable for admission, and the Schools Admissions Number has been reached, it will seek approval from the Department of Education to admit the child through the allocation of an additional place.

Parents/Guardians who wish to have their child considered for admission in the event of a place arising after the Transfer Procedure concludes at the end of May should write to the Principal stating this. An acknowledgement will be issued. If any place(s) subsequently become available and there are more applicants than places available, then decisions will be made on application of the Year 8 Admissions Criteria to those children seeking admission at the time the place(s) become available.

Note 1: Verification of Information

As the School has a duty to verify information please note that applicants may be required to produce evidence confirming the accuracy of the information contained within the application. This includes information related to the Criteria for Admissions and for any claim in relation to Special Circumstances or Special Provision. Where such information is required it is indicated thus: (see note 1).

The provision of false or incorrect information or the failure to provide verifying documents according to the required deadline may result in either the withdrawal of a place or the School being unable to offer a place.

Note 2: Feeder Primary Schools

Feeder schools will be ranked according to the average number of pupils who have transferred from each contributory school to Antrim Grammar School over the preceding three years, those with higher numbers having precedence. The table below is not an exclusive list of feeder primary schools but shows the main primary schools from which pupils were admitted during the preceding three year period.

The schools listed below are the main primary schools which sent pupils to Antrim Grammar School in the previous three years, ranked in accordance with the actual number of pupils so sent, but so that a pupil from the school named at paragraph 2.1(iii).1 will be admitted before a pupil from the school named at paragraph 2.1(iii).2, and so on.

Rank	Feeder School Name
2.1 (iii).1	Antrim Primary School
2.1 (iii).2	Templepatrick Primary School
2.1 (iii).3	Randalstown Primary School
2.1 (iii).4	Loanends Primary School
2.1 (iii).5	Round Tower Integrated Primary School
2.1 (iii).6	St Comgall's Primary School
2.1 (iii).7	Greystone Primary School
2.1 (iii).8	Creavery Primary School
2.1 (iii).9	Mossgrove Primary School
2.1 (iii).10=	Carnmoney Primary School
2.1 (iii).10=	St Joseph's Primary School, Antrim
2.1 (iii).10=	St Joseph's Primary School Crumlin
2.1 (iii) 13=	Ballycraig Primary School
2.1 (iii) 13=	Crumlin Integrated Primary School
2.1 (iii) 13=	Parkhall Primary School
2.1 (iii) 16	Ballycarrickmaddy Primary School
2.1 (iii) 17=	Ashgrove Primary School
2.1 (iii) 17=	Straidhavern Primary School

(The order may change when figures are confirmed and checked)

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the Transfer Form. Parents/Guardians should therefore ensure that all information pertaining to their child and relevant to the school's Admissions Criteria is stated on the Transfer Form or attached to it.

Number of Applications and Admissions

Year	Admissions No.	Total Applications All Preferences	Total Admissions
2014/15	105	116	105
2015/16	105	155	105
2016/17	105	153	105

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

Details in relation to scores/grades accepted are available in the School prospectus.