

MOUNT LOURDES GRAMMAR SCHOOL

Belmore Street

Enniskillen

BT74 6AB

Telephone: 028 6632 2265

Fax: 028 6634 3960

Email: info@mountlds.enniskillen.ni.sch.uk

Principal: Mrs S Cullen

Chairman of the Board of Governors: Monsignor P O'Reilly

Voluntary Grammar School

Girls

Age Range: 11 – 18

Admissions Number: 96

Enrolment Number: 760

Roll: 751

Virtual Open Event www.mountlourdes.com

Thursday 27th January 2022 – 7pm

To Parents/Guardians naming **Mount Lourdes Grammar School** as a Preference on your child's Transfer Application

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

The Board of Governors of Mount Lourdes draws up the admissions criteria and delegates to a Selection Sub-Committee, which includes the Principal, the responsibility for applying these criteria. Any reference herein to the term the Board of Governors includes any Committee or Sub-Committee appointed by the Board of Governors for the purposes of applying the Admissions Criteria set out herein.

In accordance with the Education (Northern Ireland) Order 1997, applicants resident in Northern Ireland at the time of their proposed admission to the school will be selected for admission before any applicant not resident in Northern Ireland.

ADMISSIONS CRITERIA 2022

The Board of Governors has determined that, in the event of the number of applicants being greater than the admissions number for the school, the following method will be used to select girls for admission:

If there are more applicants than places remaining, then the remaining places will be allocated by the application of the following criteria in the order and priority set down below:

1:1 Applicants who at the date of their application have another girl of the family (as defined by the Department of Education *see note below) currently enrolled in the school or at the date of their application have a girl of the family selected for admission to the school in the coming school year.

1:2 Applicants who are the first girl in the family to transfer to secondary education. This criterion includes "only" children, and the Board of Governors will treat twins (or other multiples) as joint eldest.

Applicants who consider that this criterion applies to them (as the "first" girl in the family to transfer to secondary education), must provide a verifying letter written on headed notepaper, and signed by one of the following, who is not a member of the applicant's family:

- Primary school principal
- Family doctor
- Solicitor
- Parish priest/member of clergy who is known to the family

The verifying letter must be uploaded with the Transfer Application.

1:3 In the event of over subscription in any one criterion when applied in the order set, the selection of available places will be carried out using a method of random selection. The following random selection process will be applied in the event of over subscription in any of the criteria listed based on the initial letter of the pupil's surname as stated on her long birth certificate in the order set below.

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

The order was determined by a random selection and witnessed by an independent adjudicator. In the event of surnames beginning with the same initial letter, the subsequent letters of the surnames will be used in alphabetical order. In the event of two identical surnames, the alphabetical order of the initials of forenames will

be used. In the event of the forenames beginning with the same initial letter, the subsequent letters of the forenames will be used in alphabetical order.

If, after this process, any applicants still tie for a final place, the place(s) will be allocated by random computerised selection.

When considering which applicants should be selected for admission, the Selection Committee of the Board of Governors will only take into account information which is detailed on the Transfer Application. Parents/Guardians should therefore ensure that all information pertaining to their child and relevant to the school’s admissions criteria is uploaded with the Transfer Application. Examples of such information; whether the child has another girl of the family enrolled in the school/first girl in the family to transfer to secondary education. A copy of the long birth certificate must be uploaded with your daughter’s application in order to verify legal name and DOB.

*A “girl of the family” is regarded as a “child of the family”, as defined by DE in Circular 2016/15

DUTY TO VERIFY

It is the sole responsibility of parents/guardians to ensure that the Transfer Application is completed correctly. Failure to provide information within the deadlines set by the Board of Governors can result in the withdrawal of a place and the inability of the Board of Governors to offer the applicant a place.

Parents/Guardians are advised to retain a copy of all documentation.

Applicants should note that where an address contained within an application qualifies it for admission, then that information will be verified. The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any Transfer Application.

*To enable the Board of Governors to verify an address, all applicants will be required to provide any **two** of the following documents: A request for this information will be issued by the Board of Governors in writing at the time of an applicant being offered a place in the school.*

- *a bank or building society statement which shows the address at which the child is resident;*
- *a utility bill (for instance electricity, gas, Television Licence, telephone) which shows the address at which the child is resident;*
- *a letter awarding Child Benefit to the child or another letter relating to this benefit;*
- *Mortgage statement*
- *Land and Property Services rates demand*
- *Financial statement such as ISA, Pension or Endowment*
- *Current Driving Licence*
- *Rental Agreement*

The provision of false or incorrect information, or the failure to provide information within the deadlines set by the Board of Governors, can result in the withdrawal of a place and the inability of the Board of Governors to offer the applicant a place. The provision of the relevant verifying documents is the sole responsibility of the parents/guardians.

WAITING LIST POLICY

A waiting list consisting of applications on behalf of girls who have sought admission but have been unsuccessful will operate following the conclusion of the Transfer Process 21 May 2022. Applicants will be ranked according to the Year 8 Admissions Criteria. Should a place become available the place will be offered to applicants in the order that they appear on the waiting list. The Waiting List will be held open until 30 June of the year following application when the Waiting List is deemed to have lapsed.

NUMBERS OF APPLICATIONS AND ADMISSIONS

Year	Admissions No.	Total Applications All Preferences	Total Admissions
2019/20	96	112	*98
2020/21	96	118	*98
2021/22	96	129	*101

*includes statemented pupils admitted

A voluntary contribution of £75 per student /£150 per family, per annum, is payable by all students.

Criteria for admission to Year 9 onwards

Available on request from the school