

## ADMISSIONS CRITERIA FOR ENTRY OF PUPILS TO YEAR 8 SEPTEMBER 2024

Oakgrove Integrated College is an all ability, co-educational, integrated school. The school was set up by parents to purposely bring together young people from all faiths and none as part of the process of healing the division in Northern Ireland. Through the admissions criteria the Board of Governors seeks to maintain an overall balance amongst all traditions, as outlined in the statement of principles of the Northern Ireland Council for Integrated Education (NICIE).

Where there are more applicants than places available, the following criteria shall be applied, in the order listed:

(a) Applicants who name Oakgrove Integrated College as their First Preference post-primary school on the Transfer Form.

(b) Applicants who have a “child of the family” presently or previously enrolled in the school. Within this criterion, priority will be given to those applicants where all elder ‘children of the family’ attended this College.

(c) Applicants who are the first child in the family to be of the age to transfer to secondary education or in the case of a family having arrived in the area within the P6/P7 year (proof required), is the first to reach transfer age since arrival.

(d) Applicants who are transferring from any Grant Maintained Integrated Primary School or Controlled Integrated Primary School as defined in the Education Reform Order (NI) 1989.

(e) Other applicants. In the event of there being more applicants than places available for the last criterion that can be applied, then selection for the remaining places will be on the basis of the initial letter of the surnames in the order set out below (if applicants have the same surname then the first forename will be used to list applicants. In the event of two or more children having exactly the same name, the date of birth, as entered on the birth certificate, will be used as a tie-breaker with the oldest child being chosen first).

R, L, P, J, K, C, U, I, Mac, E, S, Q, O’, N, V, Y, Z, O, F, W, M, X, A T, Mc, B D, H, G (The order was determined by a random selection.)

### EXPLANATORY NOTES

Prospective parents should complete the Official Transfer Form, providing the relevant and correct information. The Board of Governors reserves the right to seek confirmation on any information supplied. In order to achieve a reasonable balance Oakgrove College will reserve a maximum of 20% of the places available for pupils from traditions other than the Protestant and Roman Catholic traditions. In the event of there being fewer applicants from the “other traditions” sector than the allocated 20% of places then the balance of places will be divided equally between Protestant and Roman Catholic applicants. In the event of an odd number of places remaining in this division, an additional place will be allocated to the sector having the greater number of applicants. In the event of there being fewer applicants from either the Protestant or Roman Catholic traditions than there are places available for that tradition then the balance of places will be allocated to the other tradition. The perceived religious affiliation of an applicant will be decided by one or other of the following means: (i) The religious affiliation noted on, or uploaded with, the Transfer Form by the parent/guardian; or (ii) The type of primary school which the pupil attended; i.e. controlled or maintained; or (iii) Directly from the applicant’s Primary School Principal; or (iv) The information

supplied to the College on, or uploaded with, the Transfer Form. In the event that the total number of applicants for a particular tradition is greater than the number of places within that tradition of applicants as set out above, then the allocation of places will be determined, in the order set down above, to applicants in order of preference, i.e. the criteria above will be applied to first preference applicants of that tradition and then, if places are still available in that particular tradition, to second preference applicants of that tradition and so on. The selection for admission to the College will be applied firstly to applicants whose normal place of Prospectus 2023 - 24 27 residence is in Northern Ireland at the time of their proposed admission and secondly, if there are any places still remaining, to applicants not so resident at the time of application.

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

The Board of Governors draws up the admissions criteria and delegates to an Admissions Subcommittee, 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. It is a matter for the parents/guardians to ensure that all the information required by the College to apply the criteria, set out below, is fully provided on, or uploaded with, the official Transfer Form. The relevant information must include the parent's/ guardian's religion, the child's religion and place in the family and normal place of residence. The Board of Governors reserves the right to seek confirmation of any information supplied. Parents are advised to read the Guidance in this booklet regarding the type of evidence that will be required to satisfy a particular criterion. The provision of false or incorrect information or the failure to provide information within the deadlines set by the Procedure can result in the withdrawal of a place and the inability to offer a place on the part of any post-primary school nominated on the applicant's Transfer Form. The Board of Governors reserves the right to seek verification or confirmation of any information supplied by parents/guardians. The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application/ transfer form.

If you are successful in gaining a place in Oakgrove College you will be asked to provide the following:

A Any one of the following original documents:

- The Child's Birth Certificate.
- A letter awarding Child Benefit to the child or another letter relating to the benefit.
- The child's Medical Card showing the child's current permanent place of residence.

And B Any two of the following original documents:

- A Bank, Post Office, Credit Union or Building Society statement which shows the address at which the child is resident.
- A current 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.
- The Child's Medical Card showing the child's current permanent place of residence.

Please note that other documents equally capable of verifying your information, or other equally capable means of verification will be considered at the discretion of the Board of Governors. If, therefore, you are unable to provide the specific documents listed above then please contact Oakgrove College to establish how you can verify your application.

#### WAITING LIST POLICY

Should a vacancy arise after 21 May 2024 all applications for admission to Year 8 that were initially refused, new applications, late applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until 30 June 2024. Oakgrove Integrated College would contact you in writing if your child gains a place in the College by this method. Your child's name will be automatically added to the list. Please contact the College if you wish for your child's name to be removed from the list.

The permitted admission number for 23/24 for Year 8 as determined by the Department of Education is 130.

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.