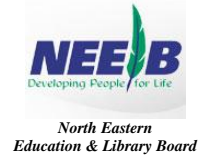




## Cambridge House Grammar School

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Web Site [www.cambridgehouse.org.uk](http://www.cambridgehouse.org.uk)  
Principal: Mrs E M Lisk, BA, PGCE, DASE, MEd, PQH(NI)



### CAMBRIDGE HOUSE GRAMMAR SCHOOL ADMISSIONS POLICY YEARS 9, 10, 11 AND 12

Cambridge House Grammar School (the School) is a co-educational, inter-denominational school with a current Enrolment Number of 1030. 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 Principal. Further reference, therefore, to the Board of Governors may imply the Admissions Sub Committee and/or the Principal.

Applications should be made, in writing, to the School each year using AP1(R) form as appropriate. It should be noted that those who have applied previously, but have not obtained a place in the School, will have their application held open until 1<sup>st</sup> September following their application, at which time their application is deemed to have lapsed. Parents/guardians should then re-apply using AP1(R) form and the current CHGS application form.

All those seeking Admission will be required to sit a Cognitive Ability Test and to provide reports from their present school/previous school (if applicable) which cover the previous 2 academic years (24 months) to include information regarding attendance, behaviour and punctuality.

Applications will only be considered if places are available in the year group for which application is being made. The maximum number of places per year is 150 places in Year 9, 150 places in Year 10, 160 places in Year 11 and 160 places in Year 12 subject to an overall enrolment number of 1030. Sixth Form Admissions Criteria is available on request.

Applications can only be considered when the child is resident in Northern Ireland.

Applications will be considered in the following order commencing with Year 9 and then Year 10 and then Year 11 and then Year 12.

If the number of applications is greater than can be admitted within the overall School Enrolment Number then the following criteria will be applied in the order set down below:

1. Children whose reports from their present school (and previous schools, if applicable) satisfy the Principal on past school record and achievement including attendance, behaviour and punctuality covering the previous 2 years (24 months). A satisfactory attendance rate would be 95% or higher. In the case of children whose attendance may have been affected by clearly documented medical or other problems, the Principal is empowered, in exceptional circumstances, to consider this. Each case will be carefully assessed by the Principal and will necessarily take into account appropriate documentary evidence medical or otherwise. In such a case the decision of the Principal will be final
2. Children who have sat a Cognitive Ability Test, as directed by Cambridge House Grammar School, and been awarded a mean SAS of 100 will be considered in descending rank order before other children. Special consideration will be given to those children who are transferring from schools outside Northern Ireland and for whom English is not their first language. In such circumstances an appropriate mean SAS score will be determined using all available information
3. Children who have a sibling currently attending the school
4. Children who have the higher mean SAS score in the rank order
5. The age of the child, preference being given to the eldest child

If after all the criteria above have been exhausted it becomes necessary to make a final selection, priority will be given to a child 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 pupil's home to the main front entrance gateway of the School.

Should the Board of Governors determine that a child, for whom a suitable curriculum can be provided within existing resources, who has moved into NEELB area after the Admissions process has been concluded, is suitable for admission, and that our Enrolment Number has been reached, it will seek approval from the Department of Education to admit the child through allocation of an additional place.

Superseded document: Admissions Criteria Years 9-12 2009/10

Date of ratification:

Signed:

Signed:

Date:

Date:

Chairman of the Board of Governors

Principal