

Cambridge House Grammar School



ADMISSIONS POLICY FOR ENTRY INTO YEARS 9, 10, 11 AND 12

Cambridge House Grammar School is a co-educational, inter-denominational school with a current Enrolment Number of 900. 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 form. 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 September following their application, at which time their application is deemed to have lapsed. Parents/Guardians should then re-apply using AP1 form and the current Cambridge House Grammar School application form.

All those seeking Admission will be required 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 140 places in each of Years 9-12, subject to an overall enrolment number of 900. Sixth Form Admissions Criteria is available on request.

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

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 at the date of their application have a sibling currently attending the school (parent must state sibling's full name, date of birth, and Form Class)
- 3 Children who at the date of their application have a sibling who attended the school (parent must provide full name, date of birth, and start / end year of the sibling's enrolment)
- 4 Children whose father or mother was enrolled at Cambridge House Grammar School for a period of their secondary education (parent must state full name including mother's maiden name, date of birth, and start / end year of their enrolment)
- 5 Children who are the eldest child.
- 6 The age of the child, preference being given to the eldest child.
- 7 Children who are entitled to receive Free School Meals.

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 EA 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 documents

Admissions Criteria 2016

Review Date:

Annually or in the light of DE Guidance

Signed:


_____ (Principal)

Signed:


_____ (Chair of Governors)

Date:

Friday 26 February 2021