

GLASTRY COLLEGE

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Ballyhalbert

Co Down

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Website: www.glastrycollege.org.uk

Principal: Mr A J Hutchinson BSc Hons MSc PGCE PQH (NI)

Chairperson Board of Governors: Rev N Stewart

Controlled Secondary School

Age Range: 11-18

Admission No: 110

Enrolment No: 600

OPEN EVENING INFORMATION

**The Open Night will be held on Monday 20 January 2025.
The event will begin at 6:30pm with the Principal’s address at 7:00pm.**

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

In selecting pupils for Year 8 in September 2025, the Chairperson of the Board of Governors, or his nominee, in consultation with the Principal, will apply the following criteria in the order set down:

The Board of Governors draws up the admissions criteria and delegates to an Admissions 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.

ADMISSIONS CRITERIA

During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered. The application procedure opens on 28 January 2025 at 12 noon (GMT) and an application submitted by the closing date of 20 February 2025 at 12 noon (GMT) will be treated as a punctual application. An application received after 12 noon (GMT) on 20 February 2025 and up to 4pm on 4 March 2025 will be treated as a late application.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on, or uploaded with, the Transfer Application. Parents should therefore ensure that all information pertaining to their child, and relevant to the college’s admissions criteria, is stated on the Transfer Application or uploaded with it.

Where reference is made to a sibling attending or who attended the college his/her name and current year group or years attended must be stated. Where reference is made to a parent who attended the college, the name, or maiden name, if applicable, and the years of attendance must be stated.

- 1 Applicants who have an older *sibling enrolled at the college at the date of completion of the Transfer Application. (must be named on the Transfer Application)
- 2 Applicants who are transferring from the college's traditional feeder primary schools from Group A:

GROUP A		
Ballyvester	Kircubbin Integrated	Portavogie
Ballywalter	Kirkistown	St Mary’s, Kircubbin
Carrowdore	Loughries	Victoria, Ballyhalbert
Donaghadee	Millisle	
Greyabbey	Portaferry Integrated	

3 Applicants who are transferring from the college’s traditional feeder primary schools from Group B:

GROUP B		
Abbey	Clandeboyne	Rathmore
Ballyholme	Dundonald	Regent House Prep
Ballymagee	Grange Park	St Malachy’s, Bangor
Bangor Central	Kilmaine	Towerview
Bloomfield	Londonderry	Victoria, Newtownards
Castle Gardens	Newtownards Model	West Winds, Newtownards

4 Applicants who have had a sibling who previously attended the college. (They must be named on the Transfer Application)

5 Pupils whose parent(s) is/are permanent employees of the college

6 Other pupils

* includes all children permanently sharing a common home.

APPLYING CRITERIA

In the event that there are fewer applicants complying with a particular criterion than there are places available , or remaining, those applicants complying with that criterion will be admitted, and the next criterion will be applied to the remaining applicants.

In the event that there are more applicants complying with a particular criterion than there are places available or remaining, those applicants complying with that criterion will go forward to be considered under the next criterion, and those not complying with that criterion will be eliminated.

In the event that there are more applicants than there are places available or remaining on the application of the last criterion which can be applied, applicants will be selected for the remaining places on the basis of the tie breaker.

TIE BREAKER

If, following the application of the above criteria in order there comes a point where there are more children who meet a particular criterion than there are spaces available, priority will be given to children:

A - Who list Glastry College as first preference non-selective post primary school then;

B - Who list Glastry College as second preference non-selective post primary school then;

C - For whom Glastry College is the nearest suitable school as measured by the Ordnance Survey web distance measurement tool.

In all cases preference will be given to pupils whose permanent place of residence is Northern Ireland at the time of proposed admission to the College.

DUTY TO VERIFY

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application. This information, if required, will be requested when the offer of a place is being made. It is not necessary for parents to include verification information with their application. The College will specify exactly what verification information is required and how it will be disclosed.

The provision of false or incorrect information, or the failure to provide information within the deadlines set by the school, can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant’s Transfer Application.

WAITING LIST POLICY

The Criteria used to select pupils into Year 8 prior to the commencement of the 2025 school year will also be used for later entry into Year 8. Pupils who were not admitted during the Transfer Procedure will be added to Glastry College’s waiting list at the request of the parent(s) or legal guardian(s).

Details of Glastry College’s Waiting List Policy which determines the criteria used to admit an applicant to Years 9 – 12, should a vacancy arise, may be obtained directly from the college or can be accessed on our college website.

APPLICATIONS AND ADMISSIONS

Year	Admissions No	Total Applications <i>i.e. All preferences</i>	Total Admissions
2022/23	110	112	112
2023/24	110	106	106
2024/25	110	108	103

Criteria for admission to years 9 onwards

For those pupils applying for admission other than for Year 8, a waiting list will operate, and **names will be removed at the end of the academic year in which the application was received**. All applications for admission will be treated equally and the published criteria applied. A parent can request to have their child's name added to the list for a future academic year.

To apply for admission to Glastry College the parent must contact the college by phone, or in writing, to have their child's name placed on the waiting list.