

ST COLMAN’S HIGH & SIXTH FORM COLLEGE

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 Ballynahinch
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Email : info@stcolmanshs.org
Principal: Mrs J King
Vice Principal: Mr C Rice
Chairperson Board of Governors: Mr T McCusker

MAINTAINED SECONDARY SCHOOL

Age Range: 11-19
Admissions Number: 95
Enrolment Number: 550

OPEN EVENT INFORMATION

St Colman’s High & Sixth Form College is delighted to announce our upcoming Open Evening on Thursday, 23rd January 2025. This special event invites prospective Year 8 and Post-16 students, along with their parents, to experience our college through an engaging and informative tour.

To ensure a personalised and enriching visit, appointments are required and can be booked for various arrival times. Appointments can be made online via our website at www.stcolmans.co.uk or by calling 028 9756 2518.

Additionally, comprehensive information will be available on our website and Facebook page. Our dedicated staff will also be available by phone to provide further details and answer any questions you may have about our college and the educational opportunities we offer.

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

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 FOR ENTRY INTO YEAR 8 IN ST COLMAN'S HIGH AND SIXTH FORM COLLEGE

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

The following rules or criteria will apply if the number of applicants exceeds the number of places available. The criteria are set down in the order in which they apply.

1. Applicants who reside within or attend **any primary school** within the parishes of Magheradroll, Dromara, Drumbo/Carryduff or for whom St Colman’s is the nearest suitable school.
2. Applicants who reside within or attend **any primary school** within neighbouring parishes (including Annahilt, Drumbeg, Killaney, Killmore, Loughinisland, Saintfield) or for whom St Colman’s is the nearest suitable school.
3. Applicants with a sibling / child of the family currently attending the school.
4. Tiebreaker: Applicants will be selected for admission based on initial letter(s) of surname (as entered on Birth Certificate) in the order set out below:

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

This order was determined by random selection

In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initial followed by the subsequent letters of the forenames (first then second) as per the birth certificate will be used. Where names cannot be separated by this process children will be accepted by date of birth with preference given to the oldest.

NB It is the responsibility of the parents to ensure that the Transfer Application informs the school about any of the above relevant factors.

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 applicant's Transfer Application.

If the requested evidence is not provided to the Board of Governors by the deadlines given by the school, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.

WAITING LIST POLICY

St Colman's High & Sixth Form College does not operate a waiting list policy.

APPLICATIONS AND ADMISSIONS TO YEAR 8

Year	Admissions No	Total Applications <i>i.e. All preferences *</i>	Total Admissions*
2022/23	101	108	105
2023/24	95	101	96
2024/25	95	74	74

* Includes statemented pupils.

ADMISSION CRITERIA FOR ENTRY TO YEARS 9-12

A pupil may be accepted into the school provided this would not exceed the enrolment number or prejudice the efficient use of the school's resources, for example, requiring an increase in the existing provision of teaching groups or practical classes. Preference may be given to those pupils who already have a sibling in attendance at the school.