

LIMAVADY GRAMMAR SCHOOL

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Limavady

BT49 9ET

Tel No: 028 7776 0950**Fax No:** 028 7776 5183**E-mail:** info@lgs.limavady.ni.sch.uk**Website:** www.limavadygrammar.org.uk**Principal:** Mrs NJ Madden, Bsc(Hons), PGCE, PQH(NI)**Chairman of the Board of Governors:** Mr G Hill**Controlled Grammar School****Boys and Girls****Age Range:** 11 – 18**Admissions Number:** 130**Approved Enrolment Number:** 910**Open Night****An Open Night for pupils and parents of P6 and P7 will be held virtually.**

To Parents/Guardians naming **Limavady Grammar School** (hereinafter referred to as 'the School') as a preference on your child's online application.

The Board of Governors of Limavady Grammar School remains firmly committed to academic selection as a method of entry to the School. In this unprecedented year, due to the COVID-19 pandemic and the cancellation of the Common Entrance Assessment administered by the Association of Quality Education (AQE), alternative criteria have been adopted.

Special Provisions

If you are making a claim for your child to be considered under Special Provisions, please note that you are required to upload with the online application all such material as you consider will assist the Admissions Committee of the Board of Governors (hereinafter referred to as 'the Admissions Committee') in determining if Special Provisions apply.

Claims for consideration for a child under Special Provisions will be examined and decided upon **before the application of any of the Admissions Criteria.**

There are no school fees though a contribution, currently of £60 per pupil/£100 per family per annum, is requested for the School Fund.

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

The Board of Governors has approved the criteria described below and has delegated the task of applying these criteria to the Principal. Decisions in respect of "Special Provisions" are taken by the Admissions Committee. Further reference, therefore, to the Board of Governors may imply the Admissions Committee or the Principal.

The Board of Governors will NOT give priority to applications according to the preference in which they place the School on the online application.

ADMISSIONS CRITERIA 2021

When considering which children should be selected for admission the Board of Governors will only take into account information which is detailed or uploaded with the online application. Parents should therefore ensure that all information pertaining to their child and relevant to the School's admissions criteria is stated on the online application or uploaded with it at the time of application.

What criteria must a child meet to gain entrance to Limavady Grammar School?

The School will use the following Admissions Criteria which will be applied in the order in which they are set out until the point where the admissions number is reached. In the event of over-subscription in the case of the first or subsequent criteria the next criterion will be applied in order:

- 1 Children resident in Northern Ireland at the time of their proposed admission will be selected for admission to the School before any child not so resident;
- 2 The Admissions Committee will consider for admission into Year 8:-
 - (a) those applicants who were entered for the Common Entrance Assessment (CEA) provided by AQE. The AQE candidate number must be entered on the online application.
 - (b) Children who were not entered for the CEA, because they would have been entitled to apply for Special Provisions as set out below, will also be considered.
- 3 A child with a sibling*₁ currently enrolled at the School (**state name(s) and registration group(s) on the online application**);
- 4 A child who is the eldest child*₂ in the family (details to be supplied on the online application);
- 5 A child with a sibling*₁ previously enrolled at the School (**state name(s) and registration group(s) and years of attendance on the online application**);
- 6 Oldest pupils first (established by date of birth as entered on the Register of Births or the Adopted Children's Register);

In the event that two or more of the children who have applied have the same dates of birth (as entered on either of the said Registers) a random selection will be applied based on a computer programme. The said process is carried out by means of a computer programme which, for each applicant, generates a ranking number using the details from the online application as the seed for a random number generator. The outcome for any given applicant is dependent only on the applicant's name (as entered on the online application), and is not affected by the details of any other applicant. Applicants with the lowest ranking numbers will be given places up to the number of places available.

If there are still places available after all the children who have been entered for AQE's Common Entrance Assessment or are accepted as having Special Provisions have been considered, the above criteria (labelled 3-6) shall be applied, in the order set down, to children who have not been entered for the Common Entrance Assessment administered by AQE.

*₁ Sibling – defined as 'child of the family'. This covers children fostered, adopted or half-brothers and sisters and orphaned cousins being brought up within a family.

*₂ Eldest child – defined as "children who at the date of their application, are the eldest child of the family to be eligible to apply for admission to the School". This wording covers "only" children and is also intended to treat twins (or other multiples) as joint eldest.

SPECIAL PROVISIONS

Special Provisions will only apply to children who have not entered for the CEA because they took up residence in Northern Ireland after 9 October 2020 or received more than half of their primary education outside Northern Ireland. Parents/guardians who wish to apply to the School under Special Provisions should complete Form SP20, obtainable from the School, stating the precise reason why they believe the child is eligible for consideration under Special Provisions and upload it with appropriate evidence with the Transfer Application. Parents/Guardians who are applying for Special Provisions must do so by **16 March 2021**. Using the information provided the Admissions Committee will determine whether Special Provisions applies. If it does, **those children who the Admissions Committee considers to be eligible will be included under Criterion 2(b) of the Admissions Criteria.**

SPECIAL EDUCATIONAL NEEDS

The procedures for children in receipt of a Statement of Special Educational Needs will operate outside the normal Open Enrolment procedures, in order to ensure that such children are provided with the most appropriate school placement. Further advice may be obtained from the Education Authority.

NOTE TO PARENTS/GUARDIANS

It is the responsibility of parents/guardians to ensure that the online form is completed in full and that all relevant information is recorded on, or attached to, the online form by the date of receipt by the School.

If the Board of Governors becomes aware of any irregularity in the AQE number quoted on the online application it reserves the right to reject the application made on behalf of the child for admission to the School.

THE VERIFICATION OF INFORMATION PROVIDED

- Parents/Guardians should note that the information contained within an application that qualifies the child for admission may require to be verified.
- The Admissions Committee therefore reserves the right to require such supplementary evidence as it may determine to support or verify information on the online application.
- This information will be requested from successful children on or shortly after 19 June 2021 when they have been notified of their allocation of a place at the School.
- Parents/Guardians should also note that the provisions of false information or incorrect information or the failure to provide verifying documents according to the required deadline may result in either the withdrawal of a place or the inability of the School to offer a place.

ADMISSIONS FOLLOWING THE CONCLUSION OF THE TRANSFER PROCESS UNTIL 31 AUGUST 2021.

WAITING LISTS

A waiting list consisting of applications on behalf of children who have sought admission but have been unsuccessful will operate following the conclusion of the Transfer Process (**19 June 2021**). Should a place become available then decisions will be taken by applying the Year 8 Admissions Criteria to those pupils who have been unsuccessful in their application.

NEW APPLICATIONS

Parents/Guardians who wish their child to be considered for admission in the event of a place arising after the conclusion of the Transfer Process (19 June 2021) and before 1 September 2021 should, in the first instance, write to the Principal stating this. An acknowledgement will be issued and advice on how to proceed will be given. If a place(s) becomes available before 1 September 2021 and there are more children seeking admission than there are places available then decisions will be taken by applying the Year 8 Admissions Criteria to those pupils seeking admission at the time the place(s) becomes available. Should the Admissions Committee determine that a child, who has arrived in Northern Ireland after the Transfer Process has been concluded and is seeking admission to the School, is suitable for admission, and all places have been allocated, it will seek the approval from the Department of Education to admit the child through the allocation of an additional place.

ADMISSION INTO YEAR 8 AFTER 1 SEPTEMBER 2021

Parent(s)/Guardian(s) of any child on whose behalf an application for admission to the school has been sought, but has been unsuccessful, and who wish that child to be considered for admission in the event of a place arising after the beginning of the academic year, should write to the Principal stating this. An acknowledgement will be issued. The name of the child will then be on a waiting list which will operate after 1 September 2021.

In addition, other Parent(s)/Guardian(s) who wish their child to be considered for admission to the school in the event of a place arising after the beginning of the academic year should, in the first instance, write to the Principal stating this. An acknowledgement will be issued.

If a place becomes available after 1 September 2021 and there are more children seeking admission than there are places available, then decisions will be made by applying the Year 8 Admissions Criteria to those pupils seeking admission at the time the place(s) become available.

APPLICATIONS AND ADMISSIONS

Year	Admissions No.	Total Applications All Preferences	Total Admissions
2018/19	130	163	130 + 2 SEN
2019/20	130	157	130 + 1 SEN
2020/21	130	142	130 + 1 SEN