

**OUR LADY AND ST PATRICK'S COLLEGE, KNOCK**

120 GILNAHIRK ROAD

BELFAST

BT5 7DL

Telephone No: 028 9040 1184

Fax No: 028 9079 9890

Email: [office@olspck.org](mailto:office@olspck.org)

Website: [www.knock.co.uk](http://www.knock.co.uk)

College Principal: Miss Deborah McLaughlin

Chairperson of the Board of Governors: Mr Leo O'Reilly

**VOLUNTARY GRAMMAR SCHOOL**

**DENOMINATIONAL CO-EDUCATIONAL**

**AGE RANGE: 11-19**

**ADMISSIONS NO: 190**

**ENROLMENT NO: 1260**

**OPEN DAY INFORMATION 2021 (VIRTUAL)**

Parents/Guardians and P7 children are warmly invited to view the College's Virtual Open Day information on the College website at [www.knock.co.uk](http://www.knock.co.uk). There will be a recorded address by the Principal, information from our students and a virtual tour of College facilities. Information is also provided on how to book an online appointment in February to discuss the College with a member of staff.

**To Parents/Guardians naming Our Lady and St Patrick's College, Knock as a preference on their child's Transfer Application.**

As a result of the NI Executive's decision to close schools until the February 2021 mid-term break, the GL Entrance Assessment and the GL Supplementary Entrance Assessment for 2020/21 were cancelled by the Post Primary Transfer Consortium (PPTC). In an unprecedented year, emergency measures have had to be taken by the Board of Governors for transfer to Year 8 in September 2021. The College's Admissions Criteria for Year 8 2021/22 should be viewed as a temporary measure as a result of COVID-19. Our Lady and St Patrick's College, Knock is an academically selective school and the Board of Governors remains fully committed to the restoration of academic selection in our Admissions Criteria in future years.

The College is dedicated to serving the communities of Knock which we have served for the past 35 years. Parents/Guardians whose children **have been registered to sit the GL Entrance Assessment** in any of the Post Primary Transfer Consortium schools, and who wish to apply for a Year 8 place in Our Lady and St Patrick's College, Knock, should do so through the normal post primary admissions process as set out by the Education Authority. The Education Authority's online Portal called EA Post Primary Applications opens on Monday, 1<sup>st</sup> March 2021 at 12pm and closes on Tuesday, 16<sup>th</sup> March 2021 at 4pm.

Parents/Guardians are advised that the College has a longstanding tradition of academic and pastoral excellence. We therefore have very high expectations of our students and it is expected that applicants will be academically strong and capable of managing the challenges of a wide curriculum in a high performing grammar school.

**VOLUNTARY CONTRIBUTION**

There is no capital fee. We ask parents/guardians for a voluntary contribution of £150 per family per annum to assist with the provision of additional facilities and equipment.

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

The Board of Governors, having agreed the Admissions Criteria, has delegated to the Admissions Committee, consisting of four members of the Board of Governors, the Principal, a Vice Principal and the Head of the Junior School, the authority to decide which particular applicants shall be admitted to the College in accordance with the Admissions Criteria and any appropriate statutory regulations issued by the Department of Education. Any reference to the term 'Board of Governors' includes any Committee appointed by the Board of Governors for the purposes of applying the Admissions Criteria set out herein. The Board of Governors may require the support of the College's administrative staff in order to fulfil its duties and they are so authorised by the authority of the Board of Governors.

## ADMISSIONS POLICY

Our Lady and St Patrick's College, Knock is a Catholic, co-educational, selective grammar school under the trusteeship of the Diocese of Down and Connor. The College accepts those who are academically suited for the type of education it offers and whose parents/guardians are in agreement with the Catholic philosophy and aims of the College.

In accordance with the 1997 Education (Northern Ireland) Order (Section 16 (4)), students resident in Northern Ireland at the time of their proposed admission will be selected for admission before any child not so resident may be selected.

## SPECIAL PROVISION

Special Provision will only apply to children who were not entered for the PPTC GL Entrance Assessment because they took up residence in Northern Ireland after 16 October 2020 or received more than half of their primary education outside Northern Ireland. Claims for Special Provision, verified by the child's primary school Principal, should be made on Form SP1 and submitted with the Transfer Application with independent, verifiable documentary evidence, as appropriate. Using the information provided, the Board of Governors will determine whether Special Provision applies. If it does, those children who the Board of Governors considers to be eligible will be considered under Criterion A1 of the Admissions Criteria.

**Form SP1** is available from the College or its website at [www.knock.co.uk](http://www.knock.co.uk). Parents/Guardians wishing to claim Special Provision should also forward a completed copy of **Form SP1** directly to Our Lady and St Patrick's College, Knock by **Tuesday, 16 March 2021**. After this date, claims for Special Provision should be made directly to Our Lady and St Patrick's College, Knock, and parents should notify the Education Authority's School Admissions Team. The final date for receipt of new applications/additional information is Monday, 12 April 2021, no later than 4pm.

## ADMISSIONS CRITERIA FOR YEAR 8 STUDENTS TO OUR LADY AND ST PATRICK'S COLLEGE, KNOCK

Our Lady and St Patrick's College, Knock will give priority to those applicants who were registered to sit the GL Entrance Assessment in any of the Post Primary Transfer Consortium schools or applicants who, in the opinion of the Board of Governors, qualify for Special Provision. A copy of the applicant's PPTC Pupil Registration Card for the GL Entrance Assessment must be submitted with the online Transfer Application or its equivalent.

In order to determine which students will be accepted into Year 8, the following criteria will be applied in the order set down. If there is oversubscription in a particular criterion, then the next criterion will be applied to determine the allocation of places.

- A1 Applicants who were registered to sit the GL Entrance Assessment** in any of the Post Primary Transfer Consortium schools or applicants who, in the opinion of the Board of Governors, qualify for Special Provision. A copy of the applicant's PPTC Pupil Registration Card for the GL Entrance Assessment must be submitted with the online Transfer Application or its equivalent.
- A2 Applicants who, at the date of their application, have a child of the family currently or previously enrolled at the College.** Name and year group of present pupil and name/maiden name and dates of attendance of former pupil must be provided. ["Child of the family" will be defined in accordance with Department of Education guidance.]
- A3 Applicants:**
- (i) who are the eldest\* or only child of the family; or
  - (ii) whose sibling\*\* is an eldest child who achieved a grade A and applied to the College. The sibling's application was provided to the College by the Education Authority and was considered by the Board of Governors but he/she was not selected.

\* Twins, triplets, etc. will be entitled to recognition as 'eldest' in family if twins, triplets, etc. are the first born to a family.

\*\* Include the name and date of birth of the sibling who is an eldest child and the year of his/her application.

The A3 Verification Certificate must be completed and submitted with the Transfer Application. It must be signed by one of the following who knows the child and family for at least two years and is not a member of the applicant's family:

- a primary school Principal
- an elected public representative
- a medical practitioner
- a lawyer
- a member of the clergy

**A4** If the College is oversubscribed at A3, the remaining places will be allocated to applicants selected for admission on the basis of the **initial letter of surname** (as entered on the birth certificate or court order) in the order set out, as determined by a randomised selection before all first preference applications are considered. If there are more applicants with the same determinative initial letter of surname than there are places remaining, those applicants with this initial letter of surname will proceed to the criterion/criteria below.

**A5** Applicants who have selected Our Lady and St Patrick's College, Knock as **their first preference school**.

**A6** **Applicants who are entitled to Free School Meals (FSME)**. 'Entitled to Free School Meals' means applicants who are listed on the Education Authority's register as entitled to free school meals at the date on which their parent or guardian has submitted their post-primary Transfer Application or at any date up to and including 12 April 2021 (no later than 4pm).

**A7** In the event of applicants tying for the final place(s), the **subsequent letters of the surname will be used in alphabetical order**. In the event of two identical surnames, the alphabetical order of the initials of the forenames (as entered on the birth certificate or court order) will be used.

Should two or more applicants have the same surname and forename and thereby qualify for the last available place(s), those applicants will be placed in rank order of eldest child by date of birth as stated on the birth certificate or court order.

Where, after this process has been applied, any applicants continue to tie for a final place, places will be allocated by randomised computer selection.

**A8** **Other applicants**. If there are more applicants than places remaining, the process from A4 to A7 will be repeated in the order set down.

**It is emphasised that the onus is on the parent(s)/guardian(s) to ensure that all of the above information is provided. When considering which children should be selected for admission, the Board of Governors will take into account information which is detailed on or submitted with the Transfer Application. Parents/Guardians should therefore ensure that all information pertaining to their child and relevant to the school's Admissions Criteria is stated on the Transfer Application or submitted with it.**

### **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. Parents/Guardians should note that they may be asked to produce original documents verifying information pertinent to the College's Admissions Criteria. Original documents are required; scanned copies or photocopies are not acceptable. If the requested evidence is not provided to the Board of Governors by the deadline specified by the Board of Governors, 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.

**ADMISSIONS CRITERIA FOR ENTRY OF PUPILS AFTER 1 SEPTEMBER 2021**

In the event of a place becoming available in Year 8 after 1 September 2021, the above criteria will be applied to any unselected applicants. The College maintains a waiting list for those seeking a place.

A fresh application must be submitted for each subsequent year in accordance with the Admissions Criteria for the particular year group, i.e., Years 9-14. Further details on Admissions Criteria and the operation of the waiting list are available from the College or its website [www.knock.co.uk](http://www.knock.co.uk).

If the application is made for a child who arrived in Northern Ireland after the transfer process has been concluded and the Admissions Committee determines that the child is suitable to be admitted, the College may seek Department of Education approval to admit the child as an additional place. If such approval is given, the child will be admitted.

**APPLICATIONS AND ADMISSIONS**

<b>Year</b>	<b>Admissions Number</b>	<b>Total Applications</b> <i>All preferences</i>	<b>Total Admissions*</b>
<b>2018/19</b>	180	231	182
<b>2019/20</b>	180	237	194
<b>2020/21</b>	180	246	195

\* Includes Special Educational Needs students and those admitted on Appeal and by the Exceptional Circumstances Body. An additional 10 places were also permitted under Temporary Variation in 2019/20 and 2020/21.