

**Tandragee Junior High School**

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**Principal:** Mr C W Brown BEd, MEd, PQH(NI)

**Chairperson of the Board of Governors:** Mr R Leckey

**Controlled Secondary – Junior High**

**Age Range:** 11 –14

**Admissions Number:** 105

**Enrolment Number:** 320

There will be an alternative Open Evening for primary school pupils and their parents on  
**Thursday 11<sup>th</sup> January 2024 7.00 pm – 9.00 pm**

**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 Subcommittee, which includes the Principal, the responsibility for applying these criteria. Any reference herein to the term Board of Governors includes a Committee or Subcommittee appointed by the Board of Governors for the purposes of applying the Admission Criteria set out herein.

**Admission to Year 8**

**(Either in September 2024 or during the course of the 2024/2025 School Year)**

*During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered. The application procedure opens on 30 January 2024 at 12 noon (GMT) and an application submitted by the closing date of 22 February 2024 at 12 noon (GMT) will be treated as a punctual application. An application received after 12 noon (GMT) on 22 February 2024 and up to 4pm on 4 March 2024 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 or provided with the application. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application. An example of such information is whether the child attends a contributory Primary School.**

The Principal, on behalf of the Board of Governors, will apply the following criteria in the order indicated to select pupils for admission. In selecting children for admission, children resident in Northern Ireland at the time of their proposed admission to the school will be selected before any child not so resident.

1. Children from any of the following contributory Primary Schools:

Clare      Gilford      Moyallon      Mullavilly      Poyntzpass      Scarva      Tandragee

2. Children who, at the date of their application, have a child of the family currently enrolled at the school.

3. Children who, at the date of their application:

(a) are the eldest child of the family to be eligible to apply for admission to the school; or

(b) are from a family which has not, in the opinion of the Board of Governors, had the opportunity to have an eldest child of the family previously or currently enrolled – such as in cases:

I. where the child is more than 7 years younger than the next child of their family; or

II. where a family has moved residence; or

III. where an older child of the family cannot attend mainstream school, for example attends a special school.

Details demonstrating eligibility with either sub-criterion 3(a) or 3(b) above must be provided when making the online application. This should be in the form of a letter from a member of the Clergy, Solicitor, or Public Servant such as a Health or Education professional directly involved with the family.

## Admissions criteria for entry September 2024

4. Children for whom Tandragee Junior High School is the nearest controlled secondary school.
5. Other children.

In the event of oversubscription within any of the above criteria the following sub-criteria will be applied in the order set down below to determine which children should be admitted:

- (i) Children who, at the date of their application, have a child of the family currently enrolled at the school.
- (ii) Children who, at the date of their application:
  - (a) are the eldest child of the family to be eligible to apply for admission to the school; or
  - (b) are from a family which has not, in the opinion of the Board of Governors, had the opportunity to have an eldest child of the family previously or currently enrolled – such as in cases:
    - I. where the child is more than 7 years younger than the next child of their family; or
    - II. where a family has moved residence; or
    - III. where an older child of the family cannot attend mainstream school, for example attends a special school.

Details demonstrating eligibility with either sub-criterion (ii)(a) or (ii)(b) above must be provided when making the online application. This should be in the form of a letter from a member of the Clergy, Solicitor, or Public Servant such as a Health or Education professional directly involved with the family.

- (iii) The remaining places will be allocated on the basis of the proximity of the child's 'home'\* address (as stated at the time of application) to the school's eastern gate (pupil entrance), measured in a straight line on an 'Ordnance Survey N.I' mapping tool.

Any 2 of the following documents, dated within 6 months of the date of application, can be used to verify address at which child is resident:

- Bank or building society statement;
- Utility bill (for instance Electricity, Gas, Television Licence, Telephone);
- Addressed payslip;
- Letter awarding Child Benefit to the child or another letter relating to this benefit;
- Mortgage statement;
- Land and Property Services rates demand.
- Financial statement such as ISA, Pension or Endowment.
- Current Driving Licence;
- Rental agreement

- (iv) In the case of a tie-breaker children will be selected for admission on the basis of initial letter (s) of surname (as entered on Birth Certificate) in the order set out below:

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

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 initials of the forenames will be used.

\*'home' refers to the full-time permanent address of parent/parents or guardian which must be accurate at the date of completion of the online application and verified by a statutory body document as listed by the school.

### Duty to Verify

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information provided in the application. The provision of false or incorrect information or the failure to provide information within the deadlines set by post-primary schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the application.

**APPLICATIONS AND ADMISSIONS TO YEAR 8**

<b>Year</b>	<b>Admissions No</b>	<b>Total Applications All Preferences</b>	<b>Total Admissions</b>
<b>2021/2022</b>	105	89	89
<b>2022/2023</b>	105	106	105
<b>2023/2024</b>	105	113	111

\*Figure includes temporary variation to admissions number

**CRITERIA FOR TRANSFER BETWEEN SECONDARY SCHOOLS**

- (i) Tandragee Junior High School will accept those pupils who move into the area and for whom it is the nearest-controlled secondary school.
- (ii) Tandragee Junior High School may accept pupils from other Secondary Schools after consultation and agreement with the Post-Primary Schools concerned.