

HAZELWOOD INTEGRATED COLLEGE

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Principal: Ms Máire Thompson BSc (Hons), (DIS), PGCE, PQH

Chair of Board of Governors: Mr Trevor Parkhill MBE

**Grant Maintained
Integrated College**

Age Range: 11-18

Admission No: 160

Enrolment No: 960

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

The Board of Governors delegates to an Admissions Committee, consisting of the Principal, Vice Principal and two governors, the responsibility for applying the College admissions criteria in the selection of Year 8 students. Selections are approved by the Board of Governors. The Senior Leadership Team and Assistant Principal for Additional Educational Needs will liaise with the Education Authority in relation Special Educational Needs (SEN) admissions.

ADMISSIONS POLICY

ADMISSIONS CRITERIA FOR ENTRY OF PUPILS TO YEAR 8 SEPTEMBER 2021

Hazelwood Integrated College is an all-ability, co-educational, integrated school.

The Board of Governors seeks to maintain a reasonable balance between Catholic and Protestant students as outlined in the statement of principles of the Northern Ireland Council for Integrated Education.

In order to maintain a reasonable balance, the College admissions criteria is applied separately to applicants from Protestant and Catholic backgrounds:

40% of places are assigned to students within the Catholic category

40% of places are assigned to students within the Protestant category

20% of places are reserved for 'others' who may be from a mixed tradition background, from a different religious/ethnic grouping, or from those of no religious affiliation.

The criteria set out below will first be applied to members of Other traditions in the order set down and then to the Protestant and Catholic traditions. In the event of there being fewer applications from either of the two main traditions than there are places available for that tradition, the balance of places will be allocated to the remaining main tradition, and to Other traditions equally. In the event of there being more applicants than places available, the Board of Governors has determined that the following criteria shall be applied in the order set down.

Religious affiliation will be determined by information supplied on the Official Transfer Application. It is the responsibility of parents/guardians to designate students using the wording 'Catholic', 'Protestant' or 'Other' to categorise their child's religion on the Official Transfer Application. This must include the category the child belongs to, with school and type of school; integrated, controlled, CCMS.

Prospective parents **must** complete a Hazelwood College Student Information Form indicating which category they want their son/daughter to be included in and which criteria he/she meets. A Student Information Form is available from the College's website or can be requested directly from the College's general office. It must be returned to the College's General Office by Friday 29th January 2021.

The Board of Governors reserves the right to seek confirmation of any information supplied.

The following criteria will be applied separately to each category:

- 1 Pupils who place Hazelwood Integrated College as first preference.
If Criteria 1 is oversubscribed, Criteria 2, 3 & 4 will be applied in that order.
- 2 Pupils who have/had a brother/sister or foster brother/sister at the College (indicate full name and current year group or year of leaving).
- 3 Pupils who currently attend/attended for the majority of their primary school years, a Grant Maintained/Controlled Integrated Primary School (not in order of preference) as defined in the Education Reform Order (1989).

4 Pupils who are the eldest eligible child in the family.

In the event of a tie occurring in the categories above (1, 2, 3 & 4) in the order set down, priority will be determined according to application of a randomised computer selection of the alphabet.

Random Computerised Selection of Alphabet:

The order was determined by a randomized selection of letters of the alphabet.

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

In the event of surnames beginning with the same initial letter the subsequent letters of the surnames are used in alphabetical order. In the event of two identical surnames, the alphabetical order of the initials of the forenames will be used.

In the event of two pupils having exactly the same name, the date of birth, as entered on the birth certificate will be used as a tie breaker with the eldest child being chosen first.

The religious tradition of a pupil will be determined by:

- 1 Information supplied to the College by the parent/guardian of the pupil on the College’s Student Information Form.
- 2 Information noted on or uploaded with the Transfer Application.
- 3 The category of primary school which the pupil attended i.e. integrated, controlled or CCMS.
- 4 In the event of the Governors being unable to decide the religious tradition, then the applicant will be deemed as ‘Other’.

Please Note:

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 and College’s Student Information Form. Parents should ensure that all information pertaining to their child and relevant to the school’s admissions criteria is stated on the Transfer Application or uploaded 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.

If the requested evidence is not provided to the Board of Governors by the deadline given, 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.

YEAR 8 WAITING LIST POLICY

Any student that has initially not gained a place will remain on the transfer list and in the event of a vacancy the above criteria will continue to be applied up until 31 August 2021.

Parent(s)/guardian(s) should confirm, in writing, that they wish their child’s name to be placed on the College’s waiting list from 1st September 2021 for Year 8 entry. Should a vacancy arise applications will be considered as per the College’s Admissions Criteria. Parents/guardians will be invited to the College for an Admissions Meeting with a member of the Senior Leadership Team.

Applications and Admissions

Year	Admissions No	Total Applications <i>i.e.</i> <i>All preferences</i>	Total Admissions
2018/19	160	213	194*
2019/20	200	240	200
2020/21	160	296	162*

Figures do not include children admitted with a statement of special educational needs

*Figure includes Temporary Variation Admissions

Criteria for admission to Years 9 and onwards

Available on request from the school.