

LISNAGARVEY HIGH SCHOOL

Warren Gardens

Lisburn

BT28 1HN

Telephone No: 028 9266 2636**Email:** info@lisnagarvey.lisburn.ni.sch.uk**Principal:** J Sheerin BSc (Hons) PGCE**Chairperson Board of Governors:** Mr Robin Smythe**Controlled Secondary School****Age Range:** 11-18**Admissions No:** 100**Enrolment No:** 569**OPEN EVENING INFORMATION****Thursday 16 January 2025 from 7.00 – 9.00 pm - Principal's address at 7.00 pm****RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND PRINCIPAL IN RELATION TO ADMISSIONS TO THE SCHOOL**

The Board of Governors delegates to the Principal, the Chairman and the General Purposes Committee, the functions of applying the admissions criteria.

ADMISSIONS CRITERIA

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 20 February 2025 at 12 noon (GMT) will be treated as a punctual application. An application received after 12 noon (GMT) on 20 February 2025 and up to 4pm on 25 February 2025 will be treated as a late application.

In the event of the school being oversubscribed, pupils will be admitted according to the criteria as listed:

- A** Pupils who have a sibling¹ living at the same address currently enrolled in Lisnagarvey High School.
- B** Pupils who have previously had a sibling¹ attending Lisnagarvey High School for a period of three consecutive academic years within the last seven years. Name must be indicated on the Transfer Application.
- C** Pupils who have a parent who is either employed within the school on a permanent basis, or who is a Governor of the school. Employees must have worked in the school for a minimum of one year.
- D** Children who, at the date of their application, are the eldest/only child of the family. This must be stated on the Transfer Application.
- E** In the event of oversubscription, preference will be given to applicants based on the initial letter of their surname (as entered on birth certificate) in the order set out below:

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

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. Where there are two identical surnames, the alphabetical order of the initials of the forenames will be used. If the applicants have the same surname and forename, a randomised computer selection will be made.

¹ The term sibling includes adopted/fostered and half-brothers/sisters.

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 the Transfer Application. The Admissions Criteria, as stated above, will also apply to children seeking admission after the beginning of Year 8.

Waiting List Policy

This policy is available from the school.

APPLICATIONS AND ADMISSIONS

Year	Admissions No	Total Applications <i>i.e. All preferences</i>	Total Admissions
2022/23	100	168	100
2023/24	100	140	100
2024/25	100	127	100

Criteria for admission to Year 9 and onwards is available from the school.