

BELFAST ROYAL ACADEMY

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Telephone No: 028 9074 0423**Fax No:** 028 9075 0607**E-mail:** info@bfsra.belfast.ni.sch.uk**Website:** www.belfastroyalacademy.com**Principal:** Mrs H Woods, B Sc, B Ed, PQH**Warden:** Ms Caroline Dillon**Voluntary Grammar School****Co-Educational****Age Range:** 11-18**Admission No:** 200**Enrolment No:** 1410**OPEN EVENINGS**

Our Open Evening will be virtual this year. Details of how to register will be posted on our website in early February.

To Parents/Guardians naming Belfast Royal Academy as a preference on your child's Transfer Application.

Due to the disruption of the education provision for Primary 7 pupils, as a result of the Covid-19 Pandemic, the Board of Governors of Belfast Royal Academy will apply the Admissions Criteria detailed in Section 3 to select applicants applying for entry to Form 1 (Year 8) in 2021.

Special Provisions

In making a claim for a child to be considered under Special Provisions, applicants upload Form SC20 and all accompanying evidence alongside the Transfer Application to allow the Admissions Sub-Committee to determine if Special Provisions apply. Claims for consideration of Special Provisions will be examined and decided upon **before** Admissions Criteria are applied.

CAPITAL FEE £140 per annum**RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND PRINCIPAL IN RELATION TO ADMISSIONS TO THE SCHOOL**

The Board of Governors has resolved to maintain its practice of delegating to the Principal certain functions and responsibilities in relation to the admission of pupils to Belfast Royal Academy. The Board of Governors nominate a sub-committee to consider all Special Cases.

ADMISSIONS POLICY**ADMISSIONS CRITERIA FOR ENTRY OF PUPILS TO FORM 1 (YEAR 8) IN SEPTEMBER 2021**

- The Board of Governors will not use as a criterion the position of preference given to the School by the applicant on the Transfer Application. Therefore, an applicant who has listed Belfast Royal Academy as a second or subsequent preference school will be considered in the same way as those who have placed this School first on the list, where the applicant does not secure admission to his or her first preference school.
- In the selection of applicants for admission to Belfast Royal Academy, the Board of Governors will apply the following criteria, subject to the overriding criterion that priority will be given to pupils normally resident in Northern Ireland. In these criteria:

"applicant"	means the parent or guardian who completes and submits the Transfer Application on behalf of the candidate;
"candidate"	means the child who is stated on the Transfer Application as seeking to gain admission to the School;
"parent/guardian"	means a person who at the date of application has legal responsibility for the candidate;
"entitled to free school meals"	means applicants who are listed on the Education Authority register as entitled to Free School Meals at the date on which their parent or guardian has signed their post-primary Transfer Application, or at any date up to and including 12 th April 2021 (no later than 4 p.m.);
"child of the family"	means individuals who have both parents in common or children who reside with the same family at the candidate's normal home address (including foster children and step brothers and sisters living with the candidate at her normal home address); and
"eldest"	means the eldest or only child in the family, with eldest sibling twins (or other multiples) regarded as joint eldest. The "eldest child/boy/girl" criteria will also apply in the case where a family has not had the opportunity to enrol an elder child, such as in cases where the elder child could not attend mainstream school (e.g. attends a special school) or where a family has relocated to Northern Ireland.

3. Belfast Royal Academy will apply the following admissions criteria in the order set out below:
- i. those children registered for the AQE Common Entrance Assessment on the date when registration for the AQE Common Entrance Assessment 2021 closed (see Note A).

Applicants who are entitled to Free School Meals (FSME): Priority to be given so that the **proportion** of such children admitted is not less than the proportion of first preference FSME applications received within the total number of first preference applications received. The calculation of this proportion will be based on the first preference applications received by the School on or before the 12 April 2021 (no later than 4 pm) and the proportion will be applied in the manner set out in DE Circular 2016/15.

If the School is oversubscribed following the application of criterion 3 (i), then all applicants who meet criterion 3 (i) will be prioritised for admission by applying the following criteria in order:

- ii. present members of the School in its Preparatory Department who have been registered since the Autumn term of the 2020/21 academic year (see Note B);
- iii. those children who have a child of the family currently in attendance at Belfast Royal Academy;
- iv. those children who have had a child of the family who previously attended the School (dates to be supplied);
- v. those children who, at the time of their application, have a parent/guardian who is a member of the permanent teaching, administrative, or ancillary staff of Belfast Royal Academy;
- vi. those children who are pupils at a specified feeder primary school subject to the information set out below (see Note C);
- vii. those children who have or had a parent or guardian who attended the School (dates to be supplied);
- viii. those children who are the eldest or only child of the family or a twin (see Note D); and
- ix. those children who are the eldest boy or eldest girl of the family (see Note D).

In the event of a tie for a remaining place or places, which is not resolved by the application of the criteria above, then the Board of Governors will select an applicant using computerised random selection.

These criteria will apply throughout the academic year 2021/22.

Notes:

- A. AQE Registration:** Belfast Royal Academy will seek verification of registration with AQE Limited.
- B.** The School has two constituent parts: the Preparatory Department and the Secondary Department.
- C. Feeder primary schools** are those primary schools that have had seven or more pupils admitted to the School in total over the course of the last seven academic years. A list of such feeder primary schools is set out in rank order in the table that follows, beginning with the primary school that has had the highest total number of pupils admitted to Belfast Royal Academy over the course of the last seven years (based on the data and records held by the School).

The number of places allocated to each of the specified feeder primary schools will be determined by multiplying the aggregate number of places remaining to be filled after the operation of criteria (ii) to (v) by the relevant proportion for each feeder primary school. The relevant proportion for each feeder primary school will be calculated by dividing the aggregate number of pupils admitted to Belfast Royal Academy from that particular school over the last seven academic years by the aggregate number of pupils admitted to Belfast Royal Academy from all of the specified feeder primary schools over the last seven academic years. The number of places allocated to each of the specified feeder primary schools will be rounded (up or down) to the nearest whole number.

In the event that the total number of remaining applications from a specified feeder primary school is less than the total number of places allocated to that feeder primary school (as determined using the relevant proportion), then the excess number of unallocated places will not be reallocated within the feeder primary school pool and will instead be available for use under the remaining criteria as applied in priority order.

In the event that the total number of remaining applications from a specified feeder primary school is more than the total number places allocated to that feeder primary school (as determined using the relevant proportion), then the excess applications will be considered under the remaining criteria as applied in priority order (subject to there being any places left to allocate).

The Board of Governors will seek to use the remaining criteria (criteria vii, viii and ix in priority order) to select the applicants for admission from the specified feeder primary schools. However, if places are unfilled after this further step, then applicants will be selected for admission using computerised random selection.

3.vi.1 Cavehill Primary School	3.vi.2 Whiteabbey Primary School
3.vi.3 Our Lady of Lourdes Primary School	3.vi.4 Templepatrick Primary School
3.vi.5 Mossgrove Primary School	3.vi.6 Greenisland Primary School
3.vi.7 Mossley Primary School	3.vi.8 Carnmoney Primary School
3.vi.9 Ashgrove Primary School	3.vi.10 Whitehouse Primary School
3.vi.11 Glengormley Integrated Primary School	3.vi.12= Carr's Glen Primary School
3.vi.12= St MacNissi's Primary School	3.vi.14= Seaview Primary School
3.vi.14= St Therese of Lisieux Primary School	3.vi.14= Cliftonville Integrated Primary School
3.vi.17 Forth River Primary School	3.vi.18 Ligoniel Primary School
3.vi.19 Whitehead Primary School	3.vi.20 St James's Primary School
3.vi.21 St Mary's on the Hill Primary School	3.vi.22= Springfield Primary School
3.vi.22= St Bernard's Primary School	3.vi.24 Holy Family Primary School
3.vi.25 Hazelwood Integrated Primary School	3.vi.26 Glenwood Primary School
3.vi.27= Lowwood Primary School	3.vi.27= Springhill Primary School
3.vi.29= Carrick Model Primary School	3.vi.29= Kings Park Primary School
3.vi.31= Harmony Primary School	3.vi.31= Loanends Primary School
3.vi.33 Thompson Primary School	3.vi.34= Fairview Primary School
3.vi.34= Edenbrooke Primary School	3.vi.34= St Vincent de Paul Primary School
3.vi.37= Acorn Integrated Primary School	3.vi.37= Holy Cross Boys' Primary School
3.vi.39= Our Lady's Girls' Primary School	3.vi.39= Ballyhenry Primary School

D. This is subject to satisfying verification requirements as set out below:

The verifying letter must state that the child is the eldest boy/girl and that the child and family are known to the to the verifier. It must be written on headed notepaper and signed by one of the following who is not a member of the applicant's family:

- a medical practitioner;
- a member of the clergy or equivalent;
- a solicitor; or
- a primary school principal.

This letter must be uploaded to the EA website at the time of application.

Please note: When considering which children should be selected for admission, the Board of Governors will take into account information which is detailed on or uploaded with the Transfer Application. Parents 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 uploaded with it.

SPECIAL PROVISIONS

Special Provisions will only apply to children who have not entered for the AQE Common Entrance Assessment because they took up residence in Northern Ireland after 9 October 2020.

Parents/guardians who wish to apply to the School under Special Provisions should complete Form SP20, obtainable from the School website, 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 Board of Governors will determine whether Special Provisions applies.

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.

Priority for admission will be given to children resident in Northern Ireland at the time of their proposed admission to the School before any child not resident in Northern Ireland.

WAITING LIST POLICY

Should a vacancy arise after 18th June 2021, all applications for admission to Form 1 (Year 8) that were initially refused, new applications, late applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until 24th June 2022. The School will contact you in writing if your child gains a place by this method.

Your child’s name will be automatically added to the list. Please contact the School if you wish for your child’s name to be removed from the list.

Applications and Admissions Data

Year	Admissions No	Total Applications <i>i.e. All preferences</i>	Total Admissions
2018/19	200	311	212**
2019/20	200	309	209*
2020/21	200	278	208*

* Includes pupils admitted with a statement of educational need

** Includes pupils admitted through the Exceptional Circumstances Body as well as those admitted with a statement of educational need.