

The aim of the admissions policy is to achieve as even a balance as possible in each year group with regard to religious and cultural background. Shimna Integrated College is a grant-maintained integrated school as defined by the Education Reform (NI) Order 1989, and the Board of Governors is required to ensure that “the management, control and ethos of the school are such as are likely to attract to the school reasonable numbers of both Protestant and Roman Catholic pupils.” The Board of Governors considers this the defining feature of an integrated school and will operate the criteria outlined below to maintain a balance in each year group as close as possible to a ratio of 40% Catholic, 40% Protestant, and 20% of other faiths or none.

It is the responsibility of the parent(s)/carer(s) to ensure that all required information is provided to the College in order to apply the criteria.

1. Parent(s)/carer(s) must apply in writing to the Principal and include:
 - The EA official application form, AP1, available from the College office or the EA website;
 - The Shimna Integrated College enrolment form for Years 9 to 12;
 - Details of reasons for leaving the present school;
 - Copies of the two most recent academic school reports, including attendance record;
 - The applicant’s religious tradition, determined by:
 - (i) Information supplied on the College’s Admissions Information Form; or
 - (ii) The category of primary school attended (controlled, maintained, or other).
2. The Board of Governors delegates to the Principal, in consultation with appropriate staff, the authority to determine admission under the criteria set out below. The Principal reports all in-year admissions to the Board of Governors through the Admissions Committee.
3. Where a place may be available, parent(s)/carer(s) and the child will be interviewed by the Principal prior to a decision being taken.
4. In applying the criteria, the Board of Governors will seek a balance between Catholic and Protestant traditions of 40% each and 20% from other traditions.
5. During the school year, parent(s)/carer(s) will receive a reply within 10 working days. Applications received during holiday periods will receive a reply within 10 working days of reopening.

Criteria

When considering the offer of a place, the Board of Governors will ensure:

- (a) The College’s approved enrolment number of 620 will not be exceeded;
- (b) The College’s approved admissions number of 100 for the year group will not be exceeded;
- (c) The balance of traditions in the College and year group will not be adversely affected;
- (d) Necessary resources are available for the year group;
- (e) The offer of a place is in the best interest of the student and the College;
- (f) Acceptance of the student will not prejudice curriculum delivery to existing students.

If more than one applicant is eligible for an available place, the following sub-criteria apply in order:

- (a) Applicants currently attending a Grant Maintained Integrated School or Controlled Integrated School;
- (b) Applicants with a sibling attending Shimna Integrated College;
- (c) Applicants whose parent(s)/carer(s) is an employee of the Board of Governors or due to take up a post;
- (d) Children of families moving to Northern Ireland;
- (e) Eldest child;
- (f) Other applicants.

Tie Breaker: If oversubscribed at the last applicable criterion, selection will be made by drawing lots.

Shimna Integrated College does not operate a waiting list and addresses each in-year application individually.

Right to Appeal

A parent/carer has the right to appeal to the Department of Education School Access Team a decision not to admit their child and will be informed in writing of how to make an appeal.

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