

**St Paul's High School**  
108 Camlough Road  
Bessbrook  
NEWRY  
BT35 7EE  
Telephone: Newry (028) 3083 0309  
Fax: Newry (028) 3083 9948  
Email: [info@stpauls.bessbrook.ni.sch.uk](mailto:info@stpauls.bessbrook.ni.sch.uk)  
Principal: Mr J Burns BEd, MEd, PQH  
Chairman of the Board of Governors: Mr John Campbell Cert. Ed, BEd, MSc



**Maintained Secondary**  
**Boys and Girls**  
**Age Range 11 - 18**  
**Enrolment Sept 2014: 1583**  
**Expected Enrolment Sept 2015: 1583**  
**Approved Admissions Number for 2015: 215**  
**Approved Enrolment Number for 2015: 1355**

**OPEN DAY: Saturday 17 January 2015 from 9.30 am**

#### **BACKGROUND:**

The school is situated in pleasant rural surroundings between Camlough and Newry. St Paul's was established in 1966 with the aim of providing its pupils with a quality education within the Catholic ethos.

#### **CURRICULUM:**

In Years 8 -10 all pupils cover the areas of study outlined in the Northern Ireland curriculum – English, Mathematics, Science, Art and Design, Drama, Learning for Life and Work, Irish, French, Spanish, Home Economics, Environment and Society, Music, Physical Education, Religious Education and Technology and Design.

In Years 11 and 12 pupils are offered a range of subjects and educational pathways designed to meet their individual interests and aspirations. In addition to the subjects outlined above pupils may choose from – Further Mathematics, Agriculture, Business Studies, History, Geography, Information and Communications Technology (ICT), Moving Image Arts, Health and Social Care, Construction, Sport and Leisure, Children's Play, Learning and Development, Occupational Studies, Psychology, PE Studies, Media and Engineering. Optional subjects are only offered when there is a sufficient number of students taking the subject.

At Post-16 AS, A level and BTEC qualifications are offered from an extensive range of thirty subject areas, supported by a variety of exciting Curriculum Enrichment modules.

#### **EXTRACURRICULAR ACTIVITIES:**

St Paul's offers pupils a wide range of extracurricular activities which supplement and extend the work in the classroom – Gaelic Football, Hurling, Camogie, Rugby, Netball, Cross Country, Athletics, Basketball, Soccer, Drama, Dance, Debating, participation in Choirs and Musical Events, Feiseanna, Games, Outdoor Pursuits and Educational Visits. There is also a School Orchestra, a Chamber Choir, an Ethnic Percussion Ensemble and Traditional Folk Group.

A considerable number of pupils visit the Donegal Gaeltacht during the summer months to attend Irish Language courses. Links with other schools throughout Ireland have been established through European Studies and Cultural Awareness and Shared Education programmes.

#### **RELIGIOUS EDUCATION:**

In keeping with the school's aims the Religious Education of pupils permeates the whole life of the school. Mass is celebrated frequently in the school Oratory, by the School Chaplain, Father Dermot Maloney, and pupils are offered the Sacrament of Reconciliation regularly. As part of the school's International Projects, students visit Kenya each year to support projects sponsored by the school. The school also sends students on humanitarian projects to Romania each year and organises annual pilgrimages to Lourdes, Lough Derg and Knock.

#### **SOCIAL AND PERSONAL DEVELOPMENT:**

The school is deeply committed to the education of the whole child and has devised a programme of Social and Personal Development which includes Health Education and Life Skills through the Learning for Life and Work curricular area. Form Teachers monitor all aspects of pupils' education as well as helping to implement the Social and Personal Development Programme. Each year group is led by a Year Head who is responsible for all aspects of pastoral care and school trips and other events form part of the experience of all pupils. Significant emphasis is placed on the Induction Programme for Year 8 and there is close liaison with the contributory primary schools, as well as HSCNI, Child and Adult Mental Health Services, the SELB EWO service and other agencies who assist the school's pastoral team in their work.

#### **PARENTS AND SCHOOL:**

St Paul's encourages the active support and co-operation of parents in all areas of their children's education. Parents are welcome to visit the school by appointment to discuss their children's progress. Formal Parent-Teacher meetings are scheduled annually for each year group.

School Uniform is compulsory.

#### **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 any Committee or

Subcommittee appointed by the Board of Governors for the purposes of applying the Admission Criteria set out herein. A member of the school's secretarial staff will offer administrative assistance to the Admissions Subcommittee.

### ADMISSIONS POLICY FOR SEPTEMBER 2015

**The Subcommittee on behalf of the Board of Governors will apply the criteria listed below to identify which children will be admitted to Year 8. 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.**

Application for admission to St Paul's High School will be divided into three categories A, B and C. All applications will be considered but applications belonging to category A will be given preference over applications belonging to category B and so on.

#### CATEGORY A

Applications from pupils who normally reside in the traditional catchment area of the school namely:

- a. Parish of Lower Killeavy,
- b. Parish of Loughgilly,
- c. Parish of Dromintee,
- d. Parish of Upper Killeavy,
- e. Newtownhamilton part of Lower Creggan Parish that traditionally contributes to St Paul's High School,
- f. Cladybeg and Ballylane parts of Ballymacnab Parish, that traditionally contribute to St Paul's High School,
- g. Applications from pupils whose parent/guardian is a permanent employee of the school.

The above named parishes and (g) above are not listed in any order or priority.

#### CATEGORY B

Applications from pupils who normally reside in the Parish of Middle Killeavy.

#### CATEGORY C

All other applicants.

In the event of oversubscription within any of the above categories, the following sub-criteria will be applied in the order below to each category beginning with category A to determine which children should be admitted. Should places still exist the process will be repeated for Category B and then category C until all places are filled:-

1. Those pupils whose Transfer Form expresses a first preference for St Paul's and who have a sibling, living at the same address, in attendance at St Paul's on or before **30 April 2015**.
2. Those pupils whose Transfer Form expresses a first preference for St Paul's and who are the first \*eligible child in their family transferring to second level education.
3. Those pupils whose Transfer Form expresses a first preference for St.Paul's and who have had a \*\*sibling previously in attendance at St Paul's.
4. Those pupils whose Transfer Form expresses a first preference for St Paul's and who do not qualify at 1, 2, 3 above.
5. Those pupils whose Transfer Form expresses a second preference for St Paul's.
6. Those pupils whose Transfer Form expresses a third preference for St Paul's.
7. Those pupils whose Transfer Form expresses a fourth preference for St Paul's.
8. Those pupils whose Transfer Form expresses a fifth preference for St Paul's.

Should there, at any of these stages, be more than one applicant for the final place, lots will be drawn to complete the admissions selection.

\*Eligible – The Board of Governors defines 'Eligible' as fulfilling reasonable circumstances which place the child in category A2. These might include a scenario whereby the family was resident at an address outside the catchment area when the first child transferred, or that the first child, with a Statement of Special Educational Needs was placed in a school commensurate with their needs and by default could not attend St. Paul's. In either instance, verified documentation will have to be produced which authenticate this situation. The Board of Governors will reserve the right to determine 'eligibility'. It is the responsibility of the parent/guardian to inform the school, at the time of application of the above.

\*\*The use of the word sibling covers children fostered and adopted and avoids having to define all various permutations of sibling.

## 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 Form. The provision of false or incorrect information or the failure to provide information within the deadline set by the school can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the Transfer Form.

All applicants will be obliged to present two forms of verification to correspond with the address on the Transfer Form. This will be requested in writing by the school on receipt of the Transfer Form. In the event where the parent/guardian surname as signed at the bottom of the Transfer Form differs from the surname of the child, two forms of identification will have to be produced, at least one of which places the child at the address named on the form. The school will not accept any address other than that written on the Transfer Form when it arrives at the school. Any change of address in the period during which the form is in the possession of the school, will not be accepted.

The process for admission to Year 8 in St Paul's concludes on 31 August 2015 and applications to Year 8 received on or after 1 September 2015 will not be dealt with within the Year 8 transfer process. Applications to Year 8 received on or after 1 September 2015 in each year will, as is already custom and practice in St Paul's, be treated within the normal mid-year admissions process as below.

APPLICATIONS AND ADMISSIONS TO YEAR 8 (215)			
Year	Admissions No	Total Applications All Preferences	Total Admissions
2012/2013	207	255	230*
2013/2014	215	280	252*
2014/2015	215	252	232*

\*These figures include pupils with Statement of SEN

## ADMISSIONS TO YEARS 9 – 12 (and Year 8 post 31 August each year.)

Pupils will be considered for enrolment providing that their admission:

- Would not cause the school to exceed its enrolment number as determined by the Department of Education and/or class sizes, including practical class sizes as determined by the Department of Education, would not be exceeded.
- Would not prejudice, in the opinion of the Board of Governors, the efficient use of the school's resources.

If at the time of the consideration of the application, there are more eligible applicants than places in a particular year group available, then the admission criteria to Year 8 will be applied to select pupils to fill available places.

**St Paul's High School does not operate a waiting list for students who apply for a place to any year group and are unsuccessful. Each application is decided upon at the time of receipt.**

## ADMISSIONS TO POST 16 STUDY

### Category 1:

Pupils attending St Paul's High School and who meet the minimum criteria at (a) and (b) below have priority over all other applicants.

- Six GCSEs or more, Grades A\* to C for entry to "A" Level courses.
- Four GCSEs or more, Grades A\* to C for entry to post 16 BTEC courses.

### Category 2:

Pupils who meet criteria (a) and (b) above and who attend St Joseph's High School, Crossmaglen and are unable to obtain their Post 16 subject choice in their own school.

### Category 3:

Pupils who meet criteria (a) and (b) above and who attend St. Joseph's High School, Newry.

### Category 4:

All other Pupils who meet criteria (a) and (b) above and who are unable to obtain their A level subject choices in their current school.

**The categories above are in rank order.**

External applicants for "A" Level study from categories 2, 3 and 4 will be graded on their academic performance at GCSE and/or equivalents as recognised by DE in the following manner;

Grade A\* = 4pts    Grade A = 3pts    Grade B = 2pts    Grade C = 1pt

External applicants for other Post 16 courses, who meet the required academic standard as at (b) above will be ranked by interview only and will have the opportunity to outline their aptitude, experience and achievements to date relevant to the course of choice.

Should there be a tie for a final place, the decision will be by lot.

**All applications to Post 16 study will be subject to pupils having;**

- (i) An acceptable attendance record,
- (ii) An acceptable behavioural record,
- (iii) An acceptable punctuality record,
- (iv) Places being available in the subjects sought.

*A reference may be sought from their previous school.*

**All pupils applying under Categories 2, 3 and 4 above will be subject to approval by the Department of Education before admission can be confirmed. See notes below. \*\***

**\*\*St Paul's High School criteria for any extra places made available by the Department of Education for admission into Year 13 (Sixth Form)**

The Department of Education may in response to a request from a school, increase the number of pupils that the school can admit to its Year 13. Places that become available in this way shall be allocated only to pupils who meet the basic eligibility criteria for sixth form study (as above) and shall be allocated in the order determined by the criteria to be applied in the order set down.

1. Pupils who have most recently completed Year 12 in St Paul's High School.
2. Pupils from other schools where admission to an extra place at St Paul's High School has been agreed by the Department of Education.\*

*\* Parents should note how the Department of Education (DE) will, in response to a school's request, increase the school's enrolment number if it is content that each external pupil for whom a place is requested would not be able to pursue their post-16 course choices at a suitable school without undertaking an unreasonable journey (i.e. a journey that by public transport would be over an hour from where the young person lives). If DE finds that no other suitable school may provide all of the post-16 courses that the pupil wishes to pursue – then DE will agree a school's request for an extra place.*

What is a school of a type that is suitable for a pupil?

*To determine this, DE first considers all schools to be one of four types: (i) denominational (ii) non-denominational (iii) Integrated and (iv) Irish-Medium. A school requesting an extra place for a post-16 pupil will belong to one of these types and DE will consider any other school from this same type as suitable for the pupil. DE will also consider as suitable for the pupil any school of the same type as that attended by the child in Year 12.*

**St Paul's High School does not operate a waiting list for students who apply for a place to any year group and are unsuccessful. Each application is decided upon at the time of receipt.**