

HUNTERHOUSE COLLEGE
Finaghy
Belfast BT10 0LE

Voluntary School
Girls' Grammar
Capital Fee: £140 pa

(Incorporating Ashleigh House and Princess Gardens Schools)

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Principal Mr A C Gibson MA DipEd PQH

ADMISSIONS CRITERIA FOR ENTRY OF PUPILS TO YEAR 8 IN SEPTEMBER 2010

To Parents/Guardians naming Hunterhouse College as a preference on your child's Transfer Form
Entrance Test Results Please ensure that you provide the following information on Section C of your child's Transfer Form: <ul style="list-style-type: none">• your child's score in the Common Entrance Assessment ("CEA") as issued by the Association for Quality Education ("AQE") which should be entered, along with the AQE Candidate Number, in the following format: 'AQE CEA score', followed by the score, with the AQE Candidate Number in brackets.
Special Circumstances and/or Special Provisions If you are making a claim for your child to be considered under Special Circumstances or Special Provisions, please note that you are required to: <ul style="list-style-type: none">• present all such material as you consider will assist the Board of Governors Transfer Panel in determining if Special Circumstances and/or Special Provisions apply;• attach all such material to the Transfer Form. Further details can be found in Section 2 - 'Special Circumstances' and Section 3 - 'Special Provisions' below.

1. INTRODUCTION

Hunterhouse College ("the College") is a voluntary cross-community grammar school for girls offering a broadly academic curriculum.

Applications for admissions to the College are dealt with by the Principal, who acts on authority devolved to him by the Board of Governors and in accordance with the published admissions criteria for the College. Decisions in respect of 'Special Circumstances' and 'Special Provisions' are taken in consultation with the Board of Governors Transfer Panel.

The College will initially consider only those children who have taken the CEA provided by the AQE. The Board of Governors will use the 'score' as awarded by AQE to a pupil in the CEA, subject only to the consideration of those children whose parents are claiming Special Circumstances or Special Provisions as defined below.

The College will not use as a criterion the position of preference given to the College as shown on the Transfer Form; for example, a child who has chosen Hunterhouse College in any position on the application form will be considered in the same way as all first preference applicants.

2. SPECIAL CIRCUMSTANCES

Where a claim is made by parents that a child's performance in the Common Entrance Assessment has been affected by medical or other problems Form SC09 (available from the College or AQE) should be completed and attached, along with any supporting documentary evidence, to the Transfer Form. These 'medical or other problems' are commonly referred to as "Special Circumstances".

Please Note:

- If a claim for consideration of Special Circumstances is made in respect of matters for which Special Access arrangements were granted, the Board of Governors Transfer Panel may take into account the fact that the child was granted Special Access arrangements for those matters.

(i) Details of medical or other problems

Where it is claimed that a child's performance in the CEA has been affected by a medical or other problem, independent evidence must be provided to the College. Where the problem is a medical one of short term duration which affected the child only at the time of the CEA process the College will require the production of evidence that she was examined at the time by a medical practitioner in relation to the illness.

Where the problem is of a non medical nature the parents should set out on the Transfer Form precise details of the problem and attach any appropriate evidence to corroborate its existence.

(ii) Educational Evidence which could support a claim for Special Circumstances

- The score awarded by AQE in the CEA.

- It is the responsibility of the parents in making a claim for Special Circumstances to provide the College with evidence which reflects the child's academic ability. This should include, if they exist, the child's results in any standardised tests conducted in Years 5, 6 and 7 and their results in any end of year tests in English and Mathematics in Years 5 and 6.

- Parents should also seek from their child's Primary School additional comparative information. This will include the results for other pupils (without names) in the child's Year 7 class in any standardised tests conducted in Years 5, 6 and 7, the results in any end of year tests in English and Mathematics in Years 5 and 6 and the AQE CEA score for pupils who took this assessment.

Educational evidence provided by parents should be attached to the Transfer Form.

The Board of Governors Transfer Panel will consider all evidence as provided. Where Special Circumstances are accepted, the panel will determine, on the basis of the information available, a score for the pupil. Such pupils will then be considered with all other pupils who have received a CEA score and the admissions criteria applied.

3. SPECIAL PROVISIONS

Special Provisions will apply for:

- A. Children whose parents wish them to transfer from a school outside Northern Ireland.
- B. Children who have received more than half their primary education outside Northern Ireland.
- C. Children who as a consequence of medical or other problems, which are supported by appropriate independent evidence, were not able to sit the CEA.

Where a claim is made by parents under Special Provisions, Form SC09 (available from the College or AQE) should be completed and attached, along with any supporting documentary evidence, to the Transfer Form.

The Board of Governors Transfer Panel will consider the application for Special Provisions. Where this is accepted the following procedure will apply:

- The College will consider any accredited assessments and may choose to commission an independent assessment.

- The Board of Governors Transfer Panel will determine, on the basis of the available information, a score for the child. The child's application will then be considered with all other pupils who have received a CEA score and the admissions criteria applied.

Those children for whom B above applies may, if their parents wish, sit the CEA in which case the score obtained will also be considered.

Parents / guardians who are applying for Special Provisions under category A, as explained above, must do so by 27th April 2010.

4. ADMISSIONS CRITERIA TO BE APPLIED TO ALL APPLICANTS

The Board of Governors will consider pupils who are resident in Northern Ireland at the time of their proposed admission to the College before those who are not.

If the number of children applying to Hunterhouse College is greater than the admissions number of 100, the following criteria shall be applied in the order shown below.

1. Children who have taken the AQE Common Entrance Assessment together with those for whom Special Provisions (as outlined above) has been granted and those who having sat the CEA have applied for Special Circumstances.

2. The full 100 places available will be allocated to children on the basis of **the rank order of their respective scores**; those achieving higher scores being allocated places before those who have scored lower. The score in the AQE CEA should be entered along with the AQE Candidate Number, in Section C of the Transfer Form in the following format: 'AQE CEA score', followed by the score, with the AQE Candidate Number in brackets. The Board of Governors will verify the AQE CEA score by checking it against the list of scores provided directly to the school by AQE.

If several children are eligible for the final remaining place or places because they have equal scores, then all such children will be allocated places up to the College's admission number, using the 'Tie-breaker' criteria (criterion 4) if necessary.

3. If, following the application of criteria 1 and 2, all the available places have not been filled, the College will consider for admission any child who has not taken the CEA. Allocation of the remaining places will be made by applying the 'Tie-breaker' criteria (criterion 4).

4. The 'Tie-breaker' criteria.

If, as specified above, the number of applications exceeds the number of available places, the following further criteria will then apply, in the order stated:

- (i) children who, at the date of their application, have a child of the family¹ currently enrolled at the College (details to be supplied).
- (ii) children who are entitled to Free School Meals.²
- (iii) children who, at the date of their application, are the eldest child³ of the family to be eligible to apply for admission to the College (details to be supplied).
- (iv) If applicants are still tied after this, then priority will be determined amongst them by a method of computer generated random selection.

¹ 'Child of the family' as defined by the Department of Education to include, for example, half-sisters, together with females who are adopted or fostered.

² 'entitled to Free School Meals' will mean girls who are listed on the Education and Library Board / ESA register as entitled to Free School Meals at the date on which their parent or guardian has signed their post-primary Transfer Form, or at any date up to and including 12 May 2010.

³ Twins and other multiples who are the eldest in the family are treated as joint eldest children.

The College emphasises that it is the responsibility of the applicants to notify the College on the Transfer Form where the above criteria apply, and to furnish relevant details.

If a place or places become available in the College after 1st September and there are more applicants than places available then decisions will be made using the Year 8 Admissions criteria as outlined above.

5. THE VERIFICATION OF INFORMATION PROVIDED BY APPLICANTS

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application.

Please note that Department of Education guidance (Circular 2009/07) states:

'the provision of false or incorrect information or the failure to provide information within the deadlines set by post-primary schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's Transfer Form'

'if you state within your application that your child is currently registered as Free School Meal Entitled, and that claim is decisive in qualifying her for admission, then that information will be verified. If it is found to be incorrect, then any place offered because of it will be withdrawn.'

APPLICATIONS AND ADMISSIONS

	Grade A		Grade B1		Grade B2		Grade C1		Grade C2		Grade D		Others		App eal	Total	
	Ap p	A d m	Ap p	A d m	Ap p	Ad m	Ap p	Ad m	Ap p	Ad m	Ap p	Ad m	ap p	Ad m	Uph eld	Admis sion	
2006	14	14	20	20	27	27	31	31	28	8	25	0	0	0	0	0	100
2007	23	23	21	21	32	32	28	24	27	0	27	0	0	0	0	0	100
2008	9	9	18	18	26	26	59	45	28	3	29	0	1	1	2	102	
2009	16	16	20	20	24	24	30	30	35	10	35	1	0	0	1	101	

GENERAL INFORMATION

Hunterhouse College was created in 1987 upon the amalgamation of Ashleigh House and Princess Gardens schools. The College preserves the best traditions of the founder schools and has developed a clear identity of its own. Hunterhouse College is non-denominational by tradition. Pupils are drawn from a broad range of social and cultural backgrounds and from a wide area of Northern Ireland.

The College expects and achieves high academic standards and strong commitment to sporting and cultural activities. Each girl is encouraged to realise her full potential in all areas of activity in school. Hunterhouse College aims to enable all girls to develop into mature adults who are happy and confident as they prepare to face life's challenges.

The Governors of the College are committed to continuous development of both the premises and the resources of the school. The Science block, incorporating four laboratories and two classrooms and the Redwood Centre within which is a restaurant and a multi-purpose sports hall were opened in 2003. These developments substantially enhanced the range of facilities available to the girls. The College enjoys specialist teaching rooms throughout the buildings and an extended and upgraded Library and Resources

Centre together with adjacent computer rooms. Networked and wireless computing facilities are available in all areas of the buildings.

A new extended suite of Art & Design, Business Studies and Geography rooms was completed in early 2008 while the renovation of Colinmore House, which accommodates most of the school's administrative offices, was finished the following year.

Hunterhouse College enjoys a unique site in 37 acres of wooded parkland. There are excellent facilities within the grounds for outdoor games, including two all weather hockey pitches, athletics track and six netball/hard tennis courts with a practice wall. A wide range of sports activities is enjoyed by the girls who can participate in netball, hockey, tennis, athletics, aerobics, badminton, table tennis, trampolining, gymnastics, dance, cross country running, football, camogie, gaelic football, rugby and swimming.

The College supports the aim of the Revised Northern Ireland Curriculum to empower young people to achieve their potential and to make informed and responsible decisions throughout their lives. The broad, balanced curriculum offers opportunities for the girls to develop as individuals and as contributors to society, the economy and the environment. During **Key Stage 3** the skills of Communication, Using Mathematics, ICT, Thinking Skills and Personal Capabilities are developed across the whole curriculum. Opportunities are also created across the Key Stage for Connected and Thematic Learning. The Learning for Life and Work area of the Revised Curriculum provides opportunity for learning through personal development, Home Economics, Citizenship and Employability. The General Learning Areas include English and Drama, Mathematics, Science and Technology, Environment and Society, Modern Languages (French, German and Spanish), the Arts including Music, Physical Education and Religious Education.

The College continues to provide opportunities for learning which challenge girls appropriately and extend their learning beyond the minimum entitlement as defined in the Revised Curriculum. Girls may learn two modern foreign languages and throughout the school individual lessons can be taken in piano and other musical instruments and in singing and Speech & Drama.

During **Key Stage 4**, the GCSE years, girls are offered the widest possible range and choice of courses. There are currently 24 GCSE courses available and regular review will ensure development of the range to meet the requirements of the Entitlement Framework of the Revised Curriculum.

Choices are made in consultation with parents and careers staff. In addition each girl follows a Learning for Life and Work course and a general course in Physical Education and Religious Studies. To extend the extra-curricular activities programme, girls may have the opportunity to go on educational trips both locally and abroad. The school also places a strong emphasis on developing the international dimension and in May 2008 the school was awarded the prestigious British Council International School Award (Intermediate Level) in recognition of the breadth of its work in this area.

Following GCSE, most girls enter the Sixth Form where they can follow a one year course (AS) or a two year course (A2) to Advanced Level. These courses, with the exception of Technology & Design and Journalism are available, subject to demand, in the subjects offered at GCSE level but with the addition of Further Mathematics, Government & Politics, Sociology, Performing Arts, Applied Business and Applied Health & Social Care.

All courses and many activities contribute to the development of key skills. Girls broaden their experiences by training in the use of computers, by participating in a variety of sports, through community service ventures and extra-curricular activities e.g. Young Enterprise, musical events, drama productions, public speaking and debate and arts and craft. Girls in Sixth Form use their experiences to work towards CCEA's Certificate of Personal Effectiveness (COPE). A programme of Personal, Social and Health Education is offered through a series of lectures and in small group sessions. Careers advice is readily available

throughout the Sixth Form after which most girls enter tertiary education in universities and colleges throughout the British Isles.

In Hunterhouse College all senior girls are able to be actively involved in leading many aspects of school life and they contribute to the running of the School Council. The Head Girl and her Deputy are well supported by a Head Girl's team and other office bearers who lead many of the school's activities. The progress of all girls in Sixth Form is closely monitored and supported at each stage while girls make decisions regarding their future.

Careers guidance and counselling, work experience, mock interviews and the opportunity for university and careers visits exist throughout the Sixth Form.

A close partnership with parents is valued and encouraged. The College recognises that the girls are most likely to achieve their full potential with active support from both school and home. Parents of girls in each year group are invited to attend a Progress Event annually and regular consultation with the Pastoral Team is encouraged. The Parent Teacher Association is active in its support of the College in many practical ways.

The College places a strong emphasis on creating opportunities for all girls to succeed both within the classroom and in the extra-curricular life of the school. They are also encouraged to develop an awareness of, and a conscientious approach towards, the needs of others. Hunterhouse College girls are taught to attach great importance not only to their own learning and development but also to how they might best serve the wider community.

Transport

Travel to school is by public bus service out of Belfast via Lisburn Road and Malone Road, from Lisburn via Dunmurry, Kingsway or by train via Finaghy Station. With the co-operation of Ulsterbus a special bus brings girls from Comber and East Belfast. This connects with services from Newcastle and Downpatrick at Newtownbreda. In the afternoon two Ulsterbuses take girls to East Belfast and Comber. Pupils from North Down travel to Finaghy by train. The school minibuses currently serve the Moneyrea and Drumbo areas. If there is sufficient demand two designated school minibus routes will operate. Route 1 starts at Purdysburn Road and travels via Moneyrea, Mealough Road, Drumbo and Drumbeg. Route 2 travels from Carryduff directly to school. In addition to the afternoon public service on the Lisburn Road three Ulsterbuses leave for Moira, Dromara and Ballinderry from outside the front doors of school. These buses do not stop before Lisburn. As demand for places on these buses may exceed places available, priority is given to Year 8 girls and those with special needs or travel requirements. Places are allocated on this basis annually.

The College will open for visits by prospective pupils and their parents on the dates stated below:

Day	Date	Time
Friday	8 th January 2010	7.00pm – 9.30pm Talk by Principal at 7.00pm, 7.30pm and 8.00pm
Saturday	9 th January 2010	9.30am – 12.00noon Talk by the Principal at 9.30am and 11.00am

The Principal is available by appointment to those prospective pupils and their parents who may be unable to attend either of the Open Events, or who may wish to discuss an individual girl's situation in detail.