BANBRIDGE ACADEMY
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Principal: Mr R S McLoughlin OBE BSc PGCE MEd PQH(NI)
Chairperson of the Board of Governors: Mr John Mathers

Controlled Grammar School
(Non-denominational)
Age Range: 11-18
Admissions Number: 192
Enrolment Number: 1320

An Open Night will be held 7.00 - 9.30pm on Monday 25 January 2027.
We extend a warm invitation to P6 and P7 pupils and their parents to tour the school and meet our pupils and teachers. The Principal will speak in the Assembly Hall at 7.00pm and at 8.00pm.

TO PARENTS / GUARDIANS naming Banbridge Academy (hereinafter referred to as 'the School') as a preference on your child's Transfer Application.

Entrance Assessment Results

Please ensure that you enter the Total Standardised Age Score (TSAS) awarded by the Schools' Entrance Assessment Group (SEAG), together with the SEAG Unique Pupil Number, on the Transfer Application and please note it is the responsibility of parents/guardians to make sure that the Statement of Outcome received from SEAG, indicating their child's SEAG Total Standardised Age Score (TSAS), is uploaded with the Transfer Application.

SEAG is very clear that its Entrance Assessment consists of two papers. A pupil who only takes one paper (i.e. either Paper 1 or Paper 2 but not both) will not have completed the full Entrance Assessment. Such pupils will, however, have their "single paper" marked and will receive a Statement of Outcomes. Outcomes for pupils who only sit one paper will have the designation "e" (for estimate) immediately after the Outcome, e.g. Total Standardised Age Score TSAS 196e; Band 4e. Such pupils may be considered for admission by Banbridge Academy under Special Provisions.

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 read carefully the information given in the relevant section below. **Please note that you are required to upload with the Transfer Application all such material as you consider will assist the Education Committee in determining if Special Circumstances and/or Special Provisions apply.**

Claims for consideration for a child under Special Circumstances and/or Special Provisions will be examined and decided upon **before the application of any of the Admissions Criteria.**

Parents/Guardians who wish to apply to the School under Special Circumstances and/or Special Provisions should complete SC Form and/or SP Form obtainable from the School and upload it with appropriate documentation described in section 2.

Parents/Guardians should note that they are required to produce documents verifying information pertinent to the School's Admissions Criteria. If the documents are not uploaded with the Transfer Application, as detailed below, they will be requested after notification of an offer of a place at the school.

Respective functions of the Board of Governors and Principal in relation to Admissions to the School

Banbridge Academy is a co-educational non-denominational controlled grammar school. The Board of Governors of Banbridge Academy has approved the criteria for admission described below, and delegated to its Education Committee, in conjunction with the Principal, the responsibility of applying its admissions criteria to identify which children are to be admitted to Banbridge Academy. This includes decisions in respect of Special Circumstances and/or Special Provisions.

1. ADMISSION CRITERIA FOR ENTRY OF PUPILS TO YEAR 8 IN SEPTEMBER 2027

The application procedure opens on 27 January 2027 at 12 noon (GMT). Applications must be submitted by the closing date of 3 March 2027 at 12 noon (GMT). **After 12 noon (GMT) on 3 March 2027, applicants cannot apply until after the close of procedure on 8 May 2027.** Any application following the close of procedure on 8 May 2027, will be treated as a new application (see Waiting Lists Policy below).

The Education Committee will not use, as a criterion, the position of preference given to the school by the applicant on the Transfer Form; for example, a child who has chosen Banbridge Academy as a second or subsequent preference school will be considered in the same manner as a child who has chosen the school as his or her first preference.

When considering which children should be selected for admission, the Education Committee will take into account **only** information which is detailed on or uploaded with the Transfer Application, including the Total Standardised Age Score (TSAS) provided by the Schools' Entrance Assessment Group (SEAG) as a result of the child's performance in the SEAG Entrance Assessment (or the score assigned as a result of consideration of Special Circumstances and/or Special Provisions). It is the responsibility of parents/guardians to make sure that all information pertaining to their child and relevant to the School's admissions criteria, as outlined below, is stated on, or uploaded with, the Transfer Application.

Parents/Guardians should note that they are required to produce documents verifying information pertinent to the School's Admissions Criteria.

If the number of applications is greater than the Admissions Number determined by the Department of Education, the following criteria (to include sub-criteria) shall be applied in the order listed below until the point where the admissions number is reached.

If there are fewer applicants complying with a particular criterion or sub-criterion than there are places available or remaining, those applicants complying with that criterion or sub-criterion will be admitted and the next criterion or sub-criterion will be applied to the remaining applicants.

If there are more applicants complying with a particular criterion or sub-criterion than there are places available or remaining, those applicants complying with that criterion or sub-criterion will go forward to be considered under the next criterion or sub-criterion and those not complying with that criterion or sub-criterion will be eliminated.

1.1 Children resident in Northern Ireland at the time of their proposed admission will be selected for admission to the School before any child not so resident.

The child's Birth Certificate and proof of address should be uploaded with the Transfer Application. Proof of address – any TWO of the following recent (within the past 6 months) documents with sensitive information redacted: Bank/building society statement; Utility bill (e.g. electricity, gas, TV licence, landline telephone); Addressed payslip; Letter awarding Child Benefit to the child or another letter relating to this benefit; Mortgage statement; Land and Property Services Rates Demand; Financial statement such as ISA, Pension or Endowment; Current Driving licence; Rental agreement.

1.2 The Education Committee will consider children who have taken the Entrance Assessment administered by the Schools' Entrance Assessment Group (SEAG). The Board of Governors will use the Total Standardised Age Score (TSAS) as awarded by SEAG to a pupil in the Entrance Assessment, subject only to the consideration of parent/guardian(s) claiming 'Special Circumstances' or 'Special Provisions' as defined below. Places will be allocated in strict rank order of the scores, starting with the highest score and working in descending rank order, up to the Admissions Number (192). The TSAS in the SEAG Entrance Assessment should be entered, along with the SEAG Unique Pupil Number, on the Transfer Application.

It is the responsibility of parents/guardians to make sure that the Statement of Outcomes received from SEAG, indicating their child's SEAG Total Standardised Age Score (TSAS), is uploaded with the Transfer Application.

1.3 Places will then be allocated using the following sub-criteria, in the order listed:

i. Children who, at the date of their application EITHER have a child of the family[1] (sibling) currently enrolled at the school [state name(s) and Registration Group(s) on the Transfer Application] OR are the eldest[2] child of the family[1] to be eligible to transfer to a mainstream Post-Primary School in Northern Ireland (details to be supplied on the Transfer Application).

[1] Child of the family covers: a child born to a married couple or to a couple in a civil partnership; a child born to a co-habiting couple; a child born to a single parent; a child of either/any of those people by a previous marriage, civil partnership or relationship; a child living with a couple who has been treated as a "child of the family" whether there is a marriage or a civil partnership or not; a child living with an individual, who has been treated as a "child of the family"; an adopted or fostered child; a situation where, for example, an orphaned cousin is being brought up with a family or individual.

[2] Twins and other multiple birth applicants will be regarded as joint eldest. Eldest 'child of the family' eligible to transfer includes cases where the eldest child has completed his/her post-primary education, the eldest child of a reconstituted family, the eldest child of the family was statemented or attended a special school or where a family has relocated to Northern Ireland.

Proof of eldest child should be uploaded with the Transfer Application – a letter on headed note paper, stating that the child is the eldest eligible child and that the family is known to the verifier, from one of the following who is not a family member of the applicant: a Primary School Principal, a medical practitioner, a solicitor, an elected public representative, a member of the clergy or a police officer.

ii. Children who are registered at a Primary School from which pupils have been admitted to Banbridge Academy in three out of the past five years, a list is available below ***. Parents/Guardians of children who have not had the opportunity to attend a named primary school should claim Special Provisions and/or Special Circumstances, stating the precise reasons why the child did not have the opportunity to attend a named primary school.

iii. Children will be ranked for acceptance on the basis of a computer-based process which will make use of the names as entered on the Transfer Application. The process is carried out by means of a computer programme which, for each applicant, generates a ranking number using the details from the Transfer Application as the seed for a random number generator. The ranking number generated, for any given applicant, is dependent only on the applicant's name (as entered on the Transfer Application), and is not affected by the details of any other applicant. Although the process is repeatable, and the results may therefore be subsequently verified, it is not possible to predict, in advance of running the programme, what the result will be for any given set of details. Applicants with the lowest ranking numbers will be given places up to the number of places available. Further details may be obtained from the Principal.

If there are still places available after consideration of all the children who have taken the SEAG Entrance Assessment and been awarded a Total Standardised Age Score (TSAS) by SEAG (or a score assigned by the Education Committee in accordance with the arrangements for Special Circumstances and Special Provisions as set out below), the School will consider for admission any children who have not taken the SEAG Entrance Assessment. Such children, if they satisfy Criterion 1.1, will be allocated to the remaining place(s) up to the School's Admissions Number using the sub-criteria listed in section 1.3 in the order set out.

2. SPECIAL CIRCUMSTANCES and SPECIAL PROVISIONS

General

The purpose of a claim for special circumstances and/or special provisions is so that a child can be assigned a Total Standardised Age Score (TSAS) equivalent to that which he or she would have obtained in the SEAG Entrance Assessment under normal conditions. Consideration of a claim for special circumstances and/or special provisions consists of two parts: the first requires the consideration of whether there is sufficient material to permit a child to be considered as having special circumstances or attracting special provisions, or both; if a child is permitted to be considered as having special circumstances or as attracting special provisions or both, the second part of the consideration requires an educational judgement to be made on the totality of the material presented to the Education Committee so that a Total Standardised Age Score (TSAS) equivalent to that which the child would have obtained in the SEAG Entrance Assessment under normal conditions can be assigned.

Please note, parents/guardians are required to upload with the Transfer Application all such material that will assist the Education Committee in performing both parts of the consideration described above. It should be noted by parents/guardians that both parts of the consideration referred to involve an exercise in educational judgement and not precise calculation.

Educational Evidence to be provided in support of a claim for Special Circumstances and/or Special Provisions

In reaching the educational judgement needed to assign a Total Standardised Age Score (TSAS) that the child would have obtained in the SEAG Entrance Assessment under normal circumstances, the Education Committee will consider any material uploaded with the Transfer Application by the parents/guardians. This material may include any or all of the following:

i) The Total Standardised Age Score (TSAS) awarded by SEAG in the Entrance Assessment (if the child sits both SEAG Entrance Assessments) or the TSAS estimate provided by SEAG (if the child sits only one of the Entrance Assessments, due to the child's illness or other unforeseen circumstances).

ii) The results for the child of any standardised tests conducted in Year 5, Year 6 and Year 7 and the results in any end of year tests in English and Mathematics conducted in Year 5 and Year 6;

iii) Comparative information from the Primary School, including the results, without names, for other children in the child's Year 7 class of any standardised tests conducted in Year 5, Year 6 and Year 7 and the results in any end of year tests in English and Mathematics conducted in Year 5 and Year 6 and, where available, the respective SEAG Total Standardised Age Score (TSAS) awarded;
iv) Any other relevant material.

Special Circumstances

Banbridge Academy has academic performance in the SEAG Entrance Assessment as one of its criteria, subject only to the consideration of medical or other problems which may have affected performance in the SEAG Entrance Assessment and which are supported by documentary evidence of a medical or other appropriate nature. These 'medical or other problems' are commonly referred to as 'special circumstances'.

Please note that if a claim for the consideration of Special Circumstances is made in respect of matters for which Special Access arrangements were granted for a child, the Education Committee will take into account the fact that the child was granted Special Access arrangements for those matters.

Parents/Guardians who wish to apply to the School under Special Circumstances should complete SC Form, obtainable from the School, stating the precise reason why they believe the child should be considered for Special Circumstances. The SC Form and appropriate documentary evidence should be uploaded with the Transfer Application. The SC Form and 'Claiming Special Circumstances - A Guide for Parents & Guardians' are both available on the school website.

The Education Committee will consider each application for Special Circumstances. Where a Special Circumstances claim is upheld the Education Committee will assign, on the basis of the information available, an equivalent Total Standardised Age Score (TSAS) for the child. Such children will then be considered with all other children who have received a SEAG Total Standardised Age Score (TSAS) and the Admissions Criteria applied.

Details of Medical or Other Problems

Where it is claimed that a child's performance in the SEAG Entrance Assessment has been affected by a medical or other problem, it is the responsibility of the parents/guardians to set out in the SC Form precise details of the problem and upload with the Transfer Application the evidence to corroborate its existence.

Where the problem is a medical one of short term duration which affected the child only at the time of the SEAG Entrance Assessments, parents/guardians should be aware that the Education Committee will attach greater weight to evidence indicating that the child was examined by a medical practitioner in relation to the illness at the time of the assessments. Where the problem is of a non-medical nature the parents/guardians should set out in the SC Form precise details of the problem and upload appropriate documentary evidence with the Transfer Application. It should be noted that independent evidence will carry greater weight.

Special Provisions

Special provisions will apply for:

(a) children whose parents/guardians wish them to transfer from schools outside Northern Ireland;
(b) children who have received more than half their primary education outside Northern Ireland;
(c) children who due to a serious medical issue supported by appropriate documentary evidence or for a demonstrably valid reason also supported by appropriate documentary evidence were either unable to sit the SEAG Entrance Assessment OR have estimated Outcomes from SEAG because they only sat one of the two Entrance Assessment Papers.
(d) children who were not registered for the SEAG Entrance Assessment due to a serious medical or other problem supported by appropriate documentary evidence or for a demonstrably valid reason supported by appropriate documentary evidence.

Parents/Guardians who wish to apply to the School under Special Provisions should contact the School as soon as possible. In addition, they should complete the SP Form, stating the precise reason why they believe the child is eligible for consideration under Special Provisions and upload appropriate documentary evidence with the Transfer Application. The SP Form and 'Claiming Special Provisions - A Guide for Parents & Guardians' are both available on the school website.

The Education Committee will consider each application for Special Provisions. Where Special Provisions are accepted, the Education Committee will assign, on the basis of the information available, an equivalent Total Standardised Age Score (TSAS) for the child. Such children will then be considered with all other children who have received a SEAG Total Standardised Age Score (TSAS) and the Admissions Criteria applied.

3. NOTE TO PARENTS/GUARDIANS

It is the responsibility of parents/guardians to ensure that the Transfer Application is completed in full and that all relevant information is uploaded with the Transfer Application.

If the Board of Governors becomes aware of any irregularity in the details uploaded or included on the Transfer Application, it reserves the right to reject the application made on behalf of the child for admission to the School.

4. DUTY TO VERIFY - THE VERIFICATION OF INFORMATION PROVIDED

Those making applications should note that the information contained within an application that qualifies the child for admission will be verified. The Board of Governors therefore reserves the right to require such supplementary evidence as it may determine to support or verify information on any Transfer Application. Those making applications should also note the provision of false information or incorrect information, or the failure to provide verifying documents according to the required deadline, may result in either the withdrawal of a place or the inability of the School to offer a place.

5. WAITING LISTS POLICY

Banbridge Academy operates a Waiting Lists Policy. For Year 8, all applications for admission to Year 8 that were initially refused will be automatically placed on the Year 8 Waiting List. New applications (following the close of procedure on 8 May 2027) and applications where new information has been provided will also be added to the Year 8 Waiting List. This Waiting List will be in place until **30 June 2028**, that is, the end of Year 8. Please contact the school if you wish your child's name to be removed from the Year 8 Waiting List.

Should a vacancy arise after the date upon which placement letters have been issued from the Education Authority, the procedure outlined in the Admissions Criteria for entry to Year 8 will be followed in relation to those applications on the Year 8 Waiting List. The school will contact you if your child gains a place in the school by this method.

Should the Education Committee of the Board of Governors determine that a child**,** who has arrived in Northern Ireland after the Transfer Process has been concluded**,** is suitable for admission, it will seek approval from the Department of Education to admit the child through the allocation of an additional place.

APPLICATIONS AND ADMISSIONS TO YEAR 8

Year	Admission Number	Total Applications	Total Admissions
2024/2025	192	254	197*
2025/2026**	192	250	194**
2026/2027**	192	223	195**

*Includes statemented pupils, those admitted under appeal, or at the direction of the `Exceptional Circumstances Body'

*****The Total Admissions for years 2025/2026 and 2026/2027 includes all Year 8 children admitted to the school including those who have a statement of special educational needs and/or may be attending SPiMS.***
(SPiMS = Specialist Provision in Mainstream School)

***** Primary Schools from which Banbridge Academy has admitted pupils in three out of the past five years.**

Abercorn	Moira
Ballydown	Moyallon
Bocombra	Mullaglass
Bridge Integrated	Mullavilly
Bronte	Portadown Integrated
Carrick (Lurgan)	Poyntzpass
Donacloney	Riverdale
Downshire	Rowandale Integrated
Dromara	St Brendan's (Craigavon)
Dromore Central	St Colman's & All Saints Nursery (Annaclone)
Drumadonnell	St Colman's (Bann)
Dunmurry	St Francis (Aghaderg)
Edenderry (Banbridge)	St John's (Gilford)
Fair Hill (Dromara)	St Mary's (Banbridge)

Friends' Prep School Lisburn	St Mary's (Dechomet)
Iveagh	St Patrick's (Magheralin)
King's Park (Lurgan)	Tandragee
Maralin Village	Waringstown
Meadow Bridge (Hillsborough)	

ADMISSION CRITERIA FOR ENTRY TO YEARS 9 – 12

Applications Procedure

Those wishing to apply for entry to Years 9 - 12 must make formal application each year using the School Application Form and provide the most recent school reports from their present or previous school(s). Full details, including the Application Form, may be obtained by writing to the Principal's Secretary, Banbridge Academy, Lurgan Road, Banbridge BT32 4AQ.

The Board of Governors of Banbridge Academy has approved the criteria listed below and has delegated the task of applying these criteria to the Education Committee, working in conjunction with the Principal. Further reference, therefore, to the Board of Governors may imply the Education Committee or the Principal.

In the event of the school being oversubscribed, children will only be considered for admission where the following apply:

1. The enrolment number has not been reached.
2. There are places available in the relevant Year Group.

If the number of applications is greater than can be admitted within the school's enrolment number or within a particular Year Group, the following criteria will be applied in the order set down below:

(i) Children, whose school reports from their present school (and previous schools, if applicable) satisfy the Principal on past school record and achievement, including attendance, behaviour and punctuality, will be considered before other applicants. (A satisfactory attendance rate would be 90%). In the case of children whose attendance may have been affected by clearly documented medical or other problems, the Principal is empowered, in exceptional circumstances, to consider this evidence. Each case will be carefully assessed by the Principal and will necessarily take into account appropriate documentary evidence, medical or otherwise.

(ii) Children who can significantly contribute to the extra and co-curricular life of Banbridge Academy.

(iii) Where two or more children meet the requirement for a remaining place, children will be ranked for acceptance on the basis of a computer-based process which will make use of the names as entered on the Application Form. The process is carried out by means of a computer programme which, for each applicant, generates a ranking number using the details from the Application Form as the seed for a random number generator. The ranking number generated, for any given applicant, is dependent only on the applicant's name (as written on the Application Form), and is not affected by the details of any other applicant. Although the process is repeatable, and the results may therefore be subsequently verified, it is not possible to predict, in advance of running the programme, what the result will be for any given set of details. Applicants with the lowest ranking numbers will be given places up to the number of places available. Further details may be obtained from the Principal.

It should be noted that those who have applied, but who have been unsuccessful in obtaining a place in the school, will be placed on a waiting list until **1 May 2028**, at which time their application will be deemed to have lapsed. Please contact the School if you wish your child's name to be removed from the relevant Year Group waiting list. The School will contact you in writing if your child gains a place in the School by this method.

ADMISSION CRITERIA FOR ENTRY POST 16 (SIXTH FORM)

Year 13

The Board of Governors of Banbridge Academy has approved the criteria listed below and has delegated the task of applying these criteria to the Education Committee, working in conjunction with the Principal. Further reference, therefore, to the Board of Governors may imply the Education Committee or the Principal.

Applications from a pupil from another school will be considered after the completion of the admissions process to Sixth Form (Year 13) for pupils who undertook GCSE studies in Year 12 at Banbridge Academy. The Board of Governors reserves the right to amend the criteria (1-6) listed below for pupils who undertook GCSE studies in Year 12 at Banbridge Academy.

Pupils from another school wishing to apply for entry to Year 13 must make formal application each year using the School Application Form. Full details, including the Application Form, may be obtained by writing to the Principal's Secretary, Banbridge Academy, Lurgan Road, Banbridge BT32 4AQ.

All applications for places must include full details of results obtained at GCSE and be received by **11.00am on the day of publication of the final GCSE results.** Applications received after this time will only be considered for a place if there are places available. Acceptance of a place offered in Banbridge Academy must be received by the School before 1.00 pm on the day following the publication of the final GCSE results.

In order to be considered for a place in Year 13 all of the following criteria must be fully met:

1. The School's enrolment number has not been reached;
2. Availability of places in Year 13;
3. Availability of places in AS subjects selected for study; and
4. A minimum of 4 Grade B and 3 Grade C passes (or equivalent) at GCSE.

Including:

(a) Grade B or above in subjects selected for AS Level;
(b) In subjects not taken in GCSE, Grade B or above in related GCSE subjects; and
(c) For Mathematics a Grade B or above in Further Mathematics is desirable.

5. The Principal must be satisfied as to the pupil's past school record and achievement, including attendance, behaviour and punctuality. A satisfactory attendance rate would be 90%.
6. An interview with a senior member of staff of Banbridge Academy.

If the number of applicants meeting the basic eligibility criteria 1-6 above exceeds the number of places available:

7. Applicants will be ranked according to the points score based on their best 7 GCSE grades (where a GCSE Grade A* = 4 points, A = 3 points, B = 2 points, C* = 1.5 points and C = 1 point; please note the grade achieved in a GCSE Short Course is worth half the points of a full GCSE Grade i.e. A* = 2 points, A = 1.5 points, B = 1 point, C* = 0.75 and C = 0.5 of a point). Applicants will be selected in accordance with their place in this rank order of the points score. The Principal will determine the points awarded for other non-GCSE Level 2 qualifications.
8. In the event that criterion 7 fails to separate applicants for a remaining place then the total points tally of each applicant will be used to rank them (where a GCSE Grade A* = 5 points, A = 4 points, B = 3 points, C* = 2 points and C = 1 point). Applicants will be selected in accordance with their place in this rank order.

Where two or more children meet the requirement for a remaining place, children will be ranked for acceptance on the basis of a computer-based process which will make use of the names as entered on the Application Form. The process is carried out by means of a computer programme which, for each applicant, generates a ranking number using the details from the Application Form as the seed for a random number generator. The ranking number generated, for any given applicant, is dependent only on the applicant's name (as written on the Application Form), and is not affected by the details of any other applicant. Although the process is repeatable, and the results may therefore be subsequently verified, it is not possible to predict, in advance of running the programme, what the result will be for any given set of details. Applicants with the lowest ranking numbers will be given places up to the number of places available. Further details may be obtained from the Principal.

Criteria for any extra places made available by the Department of Education for admission into Year 13

The Department of Education may, on request, 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 Banbridge Academy.
2. Pupils from other schools where admission to an extra place at Banbridge Academy 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 in order to allow an extra post-16 pupil to enrol. DE will only 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 4 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 4 types and DE will consider any other school or schools from this same type as suitable for the pupil. DE will also consider as suitable for the pupil any school from the same type of school that the child attended in Year 12.