

BLOOMFIELD COLLEGIATE SCHOOL
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Voluntary Grammar School
Girls' Grammar
Age Range: 11-18
Enrolment September 2011: 720
Approved Admissions No for 2012: 100
Approved Enrolment No for 2012: 710

Principal: D A Barr BSc PhD PGCE
Chairman of the Board of Governors: L. Proudfoot BA PhD

To Parents/Guardians naming Bloomfield Collegiate School ("the School") 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:

- The School will initially consider candidates who have taken the Common Entrance Assessment [CEA] provided by the Association for Quality Education [AQE]. The score in the AQE CEA should be entered in Section C of the Transfer Form in the following format:
'AQE CEA score' followed by the score as notified to you by AQE.

Special Circumstances

If you are making a claim for your child to be considered under Special Circumstances please note that you should:

- Complete Form SC11, available from the School or from AQE and attach it with appropriate documentary evidence to the Transfer Form.
(Refer to Section 3 "SPECIAL CIRCUMSTANCES" below for details of appropriate documentary evidence.)

Special Provisions

If you are making a claim for your child to be considered under Special Provisions please note that you should:

- Contact the School as soon as possible.
- Complete Form SC11, available from the School or from AQE and attach it with appropriate documentary evidence to the Transfer Form.
- For those pupils whose parents wish them to transfer from schools outside Northern Ireland, application for Special Provisions should be made by 19th April 2012.

Open Evening - Friday 27th January 2012

7.00pm – 9.00pm

Open Morning – Saturday 28th January 2012

10.00am-12.00noon

Or by appointment with the Principal

INTRODUCTION

Bloomfield Collegiate is situated in a quiet location just off the Upper Newtownards Road, convenient to bus routes in East Belfast and North Down. All accommodation and facilities are modern and purpose built. Specialist accommodation includes six science laboratories, a technology centre, a computing centre, a music suite, art rooms, a sports hall, home economics rooms, careers suite, sixth form centre and a library/resource centre. New facilities for Design and Technology along with a Learning Centre and additional classrooms were completed in July 2009. The School canteen was extended and extensively renovated and was opened in September 2010.

On entering Year 8 girls are divided into four unstreamed classes. During the first three years girls follow a common curriculum designed to ensure that they experience a wide range of subjects. English, Mathematics, French, Religious Education, Geography, History, Science, Computing, Technology, Home Economics, Music, Art, Physical Education and Learning for Life and Work are taken throughout. A second modern language is introduced in Year 9.

At the end of Year 10, with the help of subject and careers teachers and in consultation with parents, girls choose the subjects to be taken to GCSE level. The choice is guided to ensure a minimum of specialisation so that all career opportunities remain open. Currently all girls study English, English Literature, Mathematics, a Modern Language, Religious Studies, Physical Education and 2 or 3 Sciences. The remaining subjects are chosen from Art, Computing, French, Geography, German, History, Home Economics, Spanish, Music, Technology, and GCSE Physical Education.

Almost all girls proceed to Year 13 where they follow courses leading to GCE AS and Advanced level. Courses are offered in the subjects studied at GCSE level with the addition of Business Studies, Further Mathematics, Health and Social Care, Media Studies, Performing Arts and Political Studies. All girls in Years 13 and 14 are given the opportunity to acquire a key skills qualification and undertake community service. The majority of girls go on to universities, and girls are prepared for Oxford and Cambridge entrance. Examination performance at each level is very good and the results are published in the School prospectus.

The pastoral organisation of the School is designed to ensure that care and attention is given to individual girls. Each girl is under the supervision of a form teacher, who is responsible for her academic and general welfare.

Considerable importance is attached to careers education and guidance throughout the School. Study skills and careers classes are both included in the personal and social education programme in Years 9 through to 14. Opportunities for work experience and interview experience are provided for all girls in Year 13.

A wide variety of activities outside the classroom is available to extend the curriculum. Visits are arranged in Ireland, to Great Britain and to the Continent. Music and drama productions are a regular feature of the School year and the School choirs, the orchestras, the band and the recorder group contribute to these events. Piano, instrumental and singing lessons are provided in School. A variety of societies and clubs cater for other interests including sports and games, debating, public speaking, community service, charity work, Scripture Union and the Duke of Edinburgh's Award Scheme.

The normal School day is from 8.40 a.m. to 3.20 p.m. Girls in the junior forms will spend up to 2 hours each evening on homework, while those in the senior forms will spend longer (approximately 3 hours).

Uniform is worn by all girls.

ADMISSIONS CRITERIA FOR ENTRY OF PUPILS INTO YEAR 8 IN SEPTEMBER 2012

Definitions

"applicant" means the parent or guardian who completes and signs the application form/Transfer Form on behalf of the candidate;

"child of the family" will mean 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);

"candidate" means the child who is stated on the application form/Transfer Form as seeking to gain admission to the School;

"entitled to Free School Meals" will mean candidates who, at the date on which they have signed their post-primary Transfer Form, or at any date up to and including 9 May 2012, have communicated within their application that they are listed on the Education and Library Board/Education and Skills Authority register as entitled to Free School Meals.

"mother" will mean a person who at the date of application has legal responsibility for the candidate;

"normal home address" will mean the candidate's permanent home address at the time the application form is being completed. This should be where the parent and candidate live and where the candidate spends the majority of the School week (Monday to Friday including nights). Where the candidate lives with parents with shared responsibility, it is for the parents to determine which address is to be used;

"parent" will mean a person who at the date of application has legal responsibility for the candidate;

1. INTRODUCTION

1.1 Bloomfield Collegiate School (the School) is a grammar school for girls offering a wide-ranging curriculum of academic courses. The School will initially consider those candidates who have taken the Common Entrance Assessment [CEA] provided by the Association for Quality Education [AQE] and who have been awarded a result in the form of an overall score. The School will use this 'score' as notified to parents by AQE, subject only to consideration by the Board of Governors of those pupils claiming Special Circumstances or Special Provisions, as explained in Sections 3 & 4 below.

The score in the AQE CEA should be entered in Section C of the Transfer Form in the following format: 'AQE CEA score', followed by the score as notified to parents by AQE.

This information will be verified by the School with AQE.

Information regarding the CEA is available from School or on the AQE website (www.aqe.org.uk).

- 1.2 The School will **not** use the position of preference given to it on the Transfer Form as a criterion for admission. Therefore, an applicant who has chosen Bloomfield Collegiate as a second or subsequent preference School will not be distinguished from first preference applicants.
- 1.3 Girls resident in Northern Ireland at the time of proposed admission will be selected before those not so resident.
- 1.4 The School's Admission Number is currently 100.

2. ADMISSIONS CRITERIA

- 2.1 The first 85 places from the School's Admission Number will be allocated to candidates on the basis of the rank order of their respective CEA scores; those achieving higher scores being allocated places before those with lower scores. If several candidates are eligible for the 85th place because they have equal scores, then all such candidates will be allocated places up to the School's Admission Number, using the criteria in section 2.4, if necessary.
- 2.2 Following the allocation of places as described in 2.1, and subject to the School's Admission Number not being reached, a pool of 25 candidates will be identified by rank order of their CEA scores, with those achieving the highest scores being allocated to the pool. If several candidates are eligible for the 25th place in this pool because they have equal scores, then all such candidates will be allocated to the pool. Candidates from this pool, irrespective of their CEA scores, will be allocated the remaining places within the School's Admission Number using the criteria in section 2.4.
- 2.3 If, following application of sections 2.1 and 2.2, all the available places within the School's Admission Number have not been filled, the School will consider candidates who have not taken the CEA. Allocation of any such remaining places will be made by applying the criteria in section 2.4.
- 2.4 If the number of applications exceeds the number of available places, then the following criteria shall apply in the order stated below.
 - (i) Candidates who have attended the School's Preparatory Department.
 - (ii) Candidates with a child of the family enrolled in the School as of 1 September 2011 or accepted for enrolment in September 2012.
 - (iii) Candidates who are entitled to Free School Meals (FSME).
 - (iv) Candidates who have a parent employed by the School.
 - (v) Candidates who are the eldest or only girl in the family (details to be supplied).
 - (vi) Candidates with a child of the family enrolled in Yrs 8-14 at Campbell College or RBAI as of 1 September 2011 or accepted for enrolment in September 2012 (details to be supplied).
 - (vii) Candidates with a mother or child of the family who was, but is no longer, as of 1 September 2011, a pupil in the School (name and dates of attendance to be supplied).
 - (viii) If, after all the criteria 2.4(i) to 2.4(vii) have been exhausted, there is a number of candidates who have equal claim to remaining places of the School's Admission Number then those places will be allocated on the basis of the rank order of their respective scores; those achieving higher scores being allocated places before those with lower scores.
 - (ix) If more than one candidate is eligible for the final place priority will be given to the candidate whose home is closer to the School. (Distance will be measured in a straight line using an Ordnance Survey web distance measurement tool from the candidate's normal home address to the School's front gate).

It is the responsibility of applicants to notify the School on the Transfer Form where the above criteria apply and to furnish relevant details.

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 application form/Transfer Form.

Please note that Department of Education guidance (Circular 2011/20) states:

"The provision of false or incorrect information or the failure to provide information within the deadlines set by 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 Transfer/Application 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".

3. SPECIAL CIRCUMSTANCES

- 3.1 Bloomfield Collegiate School has academic performance as its first criterion, subject only to the consideration of medical or other problems which may have affected performance in the Common Entrance Assessment (CEA) 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, if a claim for the consideration of Special Circumstances is made in respect of matters for which Special Access arrangements is granted for a candidate, the School will take into account the fact that the candidate was granted Special Access arrangements for those matters.

Parents who wish to apply to the School under Special Circumstances should complete Form SC11 obtainable from the School or AQE, and attach it with appropriate documentary evidence to the Transfer Form, as detailed below:

- **Details of Medical or Other Problems**

Where it is claimed that a candidate's performance in the CEA has been affected by a medical or other problem, it is the responsibility of the parents to set out in the Form SC11 precise details of the problem and append evidence to corroborate its existence.

Where the problem is a medical one of short term duration which affected the candidate only at the time of the CEA, the School will require documentary evidence that the candidate was examined by a qualified medical practitioner in relation to the illness at the time of the relevant assessment, or an explanation as to why this evidence is not available.

Where the problem is of a non-medical nature the parents should append appropriate evidence.

Parents are advised that in all cases independent evidence is likely to carry greater weight than evidence that is not of an independent nature.

- **Educational Evidence**

It is the responsibility of applicants to provide educational evidence as detailed in Form SC11. This should include, where they exist:

- a) the score achieved in the AQE CEA;
 - b) the results for the candidate of any standardised tests conducted in Year 5, Year 6 and Year 7 of primary school and the results in any end of year tests in English and Mathematics in Years 5 and 6; and
 - c) additional comparative information, which has been verified, from the candidate's primary school and which should include the results, without names, for other pupils in the candidate's Year 7 class of any standardised tests conducted in Year 5, Year 6 and Year 7, the results in any end of year tests in English and Mathematics in Years 5 and 6 and, where available, the respective CEA scores.
- 3.2 A panel of Governors will consider the application for Special Circumstances. Where Special Circumstances are accepted, the panel will determine, on the basis of the information available, a score for the candidate. Such candidates will then be considered with all other candidates who have received a CEA score, applying the Admissions Criteria in section 2.

4. SPECIAL PROVISIONS

- 4.1 Special provisions will apply for:

- a) candidates whose parents wish them to transfer from schools outside Northern Ireland;
- b) candidates who have received more than half their primary education outside Northern Ireland; and
- c) candidates entered for the AQE CEA, who because of unforeseen and **serious** medical or other problems were unable to participate in any of the assessments.

Note: It is expected that, all those seeking admission should sit the AQE CEA with the exception of those candidates who take up residence in Northern Ireland after the start of Year 7.

Parents who wish to apply to the School under Special Provisions should contact the School as soon as possible. In addition, they should complete Form SC11, obtainable from the School or AQE, stating the precise reason(s) why they believe the candidate is eligible for consideration under Special Provisions and provide appropriate documentary evidence. A copy of SC11 and all the documentary evidence should be attached to the Transfer Form.

For those pupils whose parents wish them to transfer from schools outside Northern Ireland, applications for Special Provisions should be made before 19 April 2012.

- 4.2 A panel of Governors will consider the application for Special Provisions. Where Special Provisions are accepted, the following procedure will apply:
- a) The School will also consider any other assessment information and may choose to commission an independent assessment of the pupil's ability in English, Mathematics and/or Verbal Reasoning;
 - b) A panel of Governors will determine, on the basis of all the available assessment information, a score for the candidate. Such candidates will then be considered with all other candidates who have received a CEA score, applying the Admissions Criteria in section 2.

Applications and Admissions

Year	Admissions No	Total Applications All Preferences	Total Admission
2009/10	100	174	101
2010/11	100	207	100
2011/12	100	186	100