ST DOMINIC'S HIGH SCHOOL
Falls Road
Belfast BT12 6AE
Telephone No: 028 9032 0081
Fax No: 028 9031 2682
E-mail: info@stdominics.org.uk
Website: www.stdominics.org.uk
Principal: Mrs O O'Neill BSc. PGCE PQH (NI)
Chair of Board of Governors: Dr M. Mc Ivor

Voluntary Grammar School
Girls' Grammar

Age Range: 11-18

Admission No: 141

Enrolment No: 966

OPEN DAY 2027

St Dominic's Open Day will take place on Saturday 16th January 2027 from 9.00 am – 1pm.

To Parents/Guardians who wish to choose St. Dominic's as a preference on your child's Transfer Application

SEAG Entrance Assessment Results
In assessing academic ability, St Dominic's High School will use the Band and, as a sub-criterion, the Total Standardised Age Score (TSAS), awarded to pupils completing the SEAG Entrance Assessment on **Saturday 14th November 2026** and on **Saturday 21st November 2026** as specified by the school.

Parents/Guardians must enter the applicant's Band and Total Standardised Age Score (TSAS) from the SEAG Entrance Assessment and upload a copy of the applicant's statement of results with the Transfer Application. Results are available on 23 January 2027.

Special Circumstances or Special Provisions: If you are applying for Special Circumstances or Special Provisions, please see the relevant sections below.

Information on admissions in the last three years are set out below. Further details will be provided in the information pack on the school website. Parents are asked to pay a Voluntary Contribution (currently £120 per annum for the first child in the family, £60 per subsequent child)

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 Committee, which consists of three members of the Board of Governors, the Principal and the two Vice Principals, the authority to decide which particular applicants shall be admitted to the school in accordance with the Admissions Criteria and any appropriate statutory regulations issued by the Department of Education. Any reference herein to the term the 'Board of Governors' includes any Committee or Sub-Committee appointed by the Board of Governors for the purposes of applying the admission criteria set out herein. The Board of Governors may require the support of the school's administrative staff in order to fulfil its duties, and they are so authorised by the authority of the Board of Governors.

ADMISSIONS CRITERIA FOR ENTRY OF PUPILS TO YEAR 8 IN SEPTEMBER 2027

NOTE: IT IS THE SOLE RESPONSIBILITY OF THE PARENT/GUARDIAN/CARER OF A PROSPECTIVE PUPIL TO ENSURE THAT THERE IS SUBMITTED, EITHER ON THE ONLINE TRANSFER APPLICATION OR TOGETHER WITH THE TRANSFER APPLICATION, ALL THE INFORMATION REQUIRED TO ENABLE THE BOARD OF GOVERNORS TO APPLY THE ADMISSIONS CRITERIA OF THE SCHOOL TO THE APPLICATION OF THE PROSPECTIVE PUPIL. ONLY EVIDENCE SUBMITTED EITHER ON THE ONLINE TRANSFER APPLICATION OR ATTACHED TO THAT APPLICATION AT THE TIME OF SUBMISSION TO THE SCHOOL FOR ADMISSION SHALL BE CONSIDERED BY THE BOARD OF GOVERNORS IN THE ALLOCATION OF A PLACE TO THE APPLICANT.

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 on 3 March 2027, applicants cannot apply until after the close of procedure on 8 May 2027.**

The final date/time for receipt of new applications/documentation in support of applications is Wednesday 3 March 2027, no later than 12 noon.

The Board of Governors will consider applicants claiming that Special Circumstances or Special Provisions exist. These will be considered first. In light of the documentary evidence submitted, the Admissions Committee of the Board of Governors will decide whether these applicants should be considered under the Band and Total Standardised Age Score actually achieved in the SEAG Entrance Assessment, where applicable, or an allocated Band and/or Total Standardised Age Score awarded under the Special Circumstances /Special Provisions protocol.

The school will use a Special Circumstances Protocol (available from the school on request) to determine if any increase in Total Standardised Age Score and/or Band is required. The school will assess each applicant's claim for Special Provisions and, where the claim is accepted, will use the processes set out in the "NOTE ON SPECIAL PROVISIONS" section of the Admissions Criteria, to determine the appropriate Total Standardised Age Score and / or Band for such applicants.

Once decisions on Special Circumstances or Special Provisions have been made, the applicant will then be considered along with all applicants of the same Band/Total Standardised Age Score for the purpose of applying the Admissions Criteria.

The Board of Governors will NOT use as a criterion the position of preference given to the school on the Transfer Application i.e., an applicant who has chosen St Dominic's High School in any position on the Transfer Application will be considered equally with those who have put the school first.

ALLOCATION OF PLACES

St Dominic's Grammar School will give preference to those pupils for whom an outcome relating to the SEAG Entrance Assessment method has been assigned by GL/SEAG or assigned by the Board of Governors pursuant to the special circumstances/special provisions procedures.

In accordance with the 1997 Education (Northern Ireland) Order Section 16 (4) All children resident in Northern Ireland at the time of their proposed admission to the school will be selected for admissions before any child not so resident.

To determine which pupils will be accepted into Year 8, the following criteria will be applied in the order set down:

ADMISSIONS CRITERIA

Applicants shall be selected in the order of priority set down below:

1. Applicants awarded a **BAND ONE** in the SEAG Entrance Assessment and those applicants regarding whom parental claims for consideration of *special circumstances* and/or *special provisions* have been accepted and who, in the opinion of the Admissions Sub-Committee, based on the documented evidence submitted, are of comparable ability to those pupils awarded **BAND ONE**.
2. Applicants awarded a **BAND TWO** in the SEAG Entrance assessment and those applicants regarding whom parental claims for consideration of *special circumstances* and/or *special provisions* have been accepted and who, in the opinion of the Admissions Sub-Committee, based on the documented evidence submitted, are of comparable ability to those pupils awarded **BAND TWO**.
3. Applicants awarded a **BAND THREE** in the SEAG Entrance Assessment and those applicants regarding whom parental claims for consideration of *special circumstances* and/or *special provisions* have been accepted and who, in the opinion of the Admissions Sub-Committee, based on the documented evidence submitted, are of comparable ability to those pupils awarded **BAND THREE**.
4. Applicants awarded a **BAND FOUR** in the SEAG Entrance Assessment and those applicants regarding whom parental claims for consideration of *special circumstances* and/or *special provisions* have been accepted and who, in the opinion of the Admissions Sub-Committee, based on the documented evidence submitted, are of comparable ability to those pupils awarded **BAND FOUR**.
5. Applicants awarded a **BAND FIVE** in the SEAG Entrance Assessment and those applicants regarding whom parental claims for consideration of *special circumstances* and/or *special provisions* have been accepted and who, in the opinion of the Admissions Sub-Committee, based on the documented evidence submitted, are of comparable ability to those pupils awarded **BAND FIVE.**
6. Applicants awarded a **BAND SIX** in the SEAG Entrance Assessment and those applicants regarding whom parental claims for consideration of *special circumstances* and/or *special provisions* have been accepted and who, in the opinion of the Admissions Sub-Committee, based on the documented evidence submitted, are of comparable ability to those pupils awarded **BAND SIX.**

Parents/Guardians must upload a copy of the applicant's statement of results from the SEAG Entrance Assessment with the Transfer Application.

If there are more applicants who satisfy any one of the criteria 1-6 when they are being applied in the order of priority set down above than there are places available, then applicants within that criterion shall be selected to fill the remaining places by applying the following Sub Criteria in the order of priority set down below: -

(a) Applicants of whom a sibling (sister or half-sister or stepsister or legally adopted/foster sister or half-sister) is currently or formerly was a pupil enrolled in the school. State the name of the pupil, year group and years attended (in the case of a former pupil). Provide maiden name if appropriate.

(b) Applicants of whom a sibling as defined in (a) above qualified for admission under Criteria 1-6 for entry into St Dominic's (e.g., a twin) in the current admissions year (2027-28).

(c) Applicants who are the eldest girl of the family *("of the family" will be defined in accordance with Department of Education guidance)* eligible to transfer to mainstream secondary school. This criterion covers 'only' children. Twins or other multiples will be treated as joint eldest.
(Please provide verifying letter in relation to (a), (b) and (c) written on headed notepaper signed by one of the following, who is not a member of the child's family: (i) School Principal (ii) Family Doctor (iii) Parish Priest/member of clergy known to the family.)
If a girl has an older sister who did not gain entry to St. Dominic's in previous years due to not sitting an Entrance Assessment for transfer to post primary education or who applied to St Dominic's but did not achieve a grade which enabled her to gain entry, she should be considered with all first/oldest girls (evidence must be provided).

(d) Applicants who are a Child Looked After (as defined in accordance with the Department of Education Guidance)

(e) Applicants who are entitled to Free Schools Meals*

If there are more applicants who satisfy any one of the Sub Criteria (a)-(e) when they are being applied in the order of priority as set down above than there are places available, applicants within that sub-criterion will be selected by rank order of the total standardised age score (TSAS) attained in the SEAG Entrance Assessment tests, or allocated Band and TSAS due to Special Circumstances/Provisions. The highest scoring applicant being ranked first, the next highest candidate being ranked second etc. In the event of two or more candidates having the same total standardised age score (TSAS) or allocated Band and TSAS due to Special Circumstances/Provisions and qualifying for the last place(s) the award of place(s) shall be granted to the applicants who ordinarily reside within the shortest radial distance as the crow flies from the school as measured from the school entrance gate on the Falls Road, Belfast to the applicant's home using the following website – www.freemaptools.com

***** "Entitled to Free School Meals" will mean applicants who are listed on the Education Authority register as entitled to Free School Meals at the date on which their parent or guardian has signed their post-primary Transfer Application, or at any date up to and including **03 March 2027 at 12 noon.**

NOTE ON SPECIAL CIRCUMSTANCES
Two documents are available on the school website at www.stdominic's.co.uk for the parents/guardians of children who have taken the SEAG Entrance Assessment 2026 and wish to claim Special Circumstances:

- Claiming Special Circumstances – 'A Guide for Parents & Guardians of children who wish to transfer to post-primary school in September 2027'
- Claim for Special Circumstances (Form SC)

Details of Medical or Other Problems

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

Where the problem is a medical one of short-term duration which affected the applicant only at the time of the assessment, the school will require the production of evidence that the applicant was examined by a medical practitioner in relation to the illness, at the time of the assessment.

Where the problem is of a non-medical nature the Parents/Guardians should append/upload appropriate independent evidence.

If a claim for Special Circumstances is made in respect of matters for which access arrangements were granted or could have been granted had they been made known to the assessment centre, the Board of Governors may take into account the fact that the child was granted access arrangements or could have been granted access arrangements for these matters.

Educational Evidence

Sufficient objective documentary evidence must be provided by the Parents/Guardians applying for Special Circumstances and be uploaded with the online transfer application, to enable the Board of Governors to reach a decision. The following must be provided:

1. **Results of all standardised tests in English/Literacy and Mathematics/Numeracy taken by the applicant in Key Stage 2. These should be CAT4 (Verbal and Quantitative) and/or PTE and PTM Standardised Age Scores (SAS) and/or CCEA Adaptive Assessments.**

2. **All test results must be accompanied by the name of the standardised test supplier and verified by the Primary School Principal (i.e. signature, School stamp/school headed notepaper).**

Parents may provide any other relevant educational evidence from the Primary School.

Applicants considered under Special Circumstances will be judged on evidence made available to the school and awarded a Band accordingly. The Board of Governors, applying the School's Special Circumstances Protocol, will convert the standardised test results supplied by the applicant and provide a Band equivalent for the applicant. *(Special Circumstances Protocol available on request)*

These Bands will be considered with those of all other applicants who received a Band and the admissions criteria applied.

NB: The existence of special circumstances **DOES NOT** in itself lead to automatic admission to St Dominic's, or an adjustment to the Band attained. Each case is considered on its own merit by the Board of Governors.

It is emphasised that the onus is on the Parents/Guardians to ensure that the above information is provided by the Primary School. Failure to provide such information may result in the school being unable to consider the application for Special Circumstances.

Parents should be aware that they have a statutory right to obtain information on their own child from their Primary School. Further information on parents' rights can be obtained from the Information Commissioners Office (www.ico.org.uk).

NOTE ON SPECIAL PROVISIONS

Two documents are available on the school website at www.stdominic's.co.uk for the parents/guardians of children who wish to claim Special Provisions:

- Claiming Special Provisions – 'A Guide for Parents & Guardians of children who wish to transfer to post-primary school in September 2027'
- Application for Special Provisions (Form SP)

Special Provisions may be made by the Admissions Committee of the Board of Governors where the applicant:

1. has received more than half of their education* outside Northern Ireland; or

*based on the time from the start of Primary 1 (1 September 2020) to the 28 February 2027 i.e. more than 3 years and 3 months.

2. wishes to transfer to a post-primary school that uses the SEAG Entrance Assessment from a school outside Northern Ireland; or

3. who, due to a serious medical or other problems, which are supported by appropriate documentary evidence or for a demonstrably valid reason, also supported by documentary evidence, was EITHER unable to sit the SEAG Entrance Assessment OR has an estimated outcome because they only sat one of the two Entrance Assessment papers.

Applicants in categories 1 & 2, who wish to apply under Special Provisions do not need to take the SEAG Entrance Assessment unless their parents/guardians so wish, in which case the SEAG Entrance Assessment Band and TSAS obtained would also be considered.

For those pupils currently in P7 in primary schools in Northern Ireland, claims for Special Provisions should be made on **Form SP** and uploaded with the Transfer Application by **03 March 2027 (12 noon)**.

It is the responsibility of parents/guardians to complete Form SP, provide the documentary evidence and the required educational evidence, and to upload this evidence with the Transfer Application. The Board of Governors will assess each applicant's claim for Special Provisions and may contact the parent to arrange further assessment of the child by a suitably qualified person or body approved by the school. This will be known as the Special Provisions Assessment. The Admissions Committee will then determine, based on the information available, an appropriate Band and TSAS equivalent for the applicant. Such applicants will then be considered with all other applicants who have received a SEAG Entrance Assessment Band and TSAS and the Admissions Criteria will be applied.

Where St Dominic's High School is not the applicant's first preference school and the applicant has sat a Special Provisions Assessment in another school, St Dominic's High School reserves the right to use the results from that Special Provisions Assessment in the Special Provisions Procedure.

Such applications will **then** be considered with all other applicants who have received a SEAG Assessment outcome, and the admissions criteria applied. *(Special Provisions Protocol available on request)*

DUTY TO VERIFY

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support/verify information on any applicant's Transfer Application. Parents/Guardians should note that they may be asked to produce original documents verifying information pertinent to the School's Admissions Criteria. Original documents are required; scanned copies or photocopies are not acceptable. If the requested evidence is not provided to the Board of Governors by the deadline specified by the Board of Governors, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.

The responsibility to ensure that:

- the Online Transfer Application and other necessary documentation is correctly completed.
- any Special Circumstances/Special Provisions being claimed are properly documented as described in detail above and in the guidance documentation; and
- any required verification documents are provided within specified deadlines, **lies with the parents/guardians of the child.**

WAITING LIST POLICY

Should a vacancy arise after 8 May 2027 all applications for admission to Year 8 that were initially refused, new applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until 30 June 2028. The school will contact you in writing if your child gains a place in the school by this method.

Your child's name will be automatically added to the list. Please contact the school if you wish for your child's name to be removed from the list.

If the application is made by a child who arrived in Northern Ireland after the transfer procedure has been concluded and the Admissions Sub Committee deems the child is suitable to be admitted, the school may then seek approval for an additional place from the Department of Education. Admission is dependent upon the Department of Education making an additional place available for said pupil and the school being able to accommodate an additional pupil.

The child will be required to sit an appropriate assessment which enables the school to ascertain if the child would have gained entry through the transfer procedure.

Applications and Admissions

Year	Admissions No	Total Applications *i.e. All preferences*	Total Admissions*
2024/25	141	214	144
2025/26	141	172	146
2026/27	141	186	147

* Includes Special Educational Needs students.

Criteria for admission to years 9 onwards.
Available on request from the school.