



Ursuline College Sligo

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ADMISSIONS POLICY

MISSION STATEMENT

Ursuline College is a school where students are educated in partnership with parents in a Catholic and caring community; where each individual is respected as unique, where every aspect of the person is developed and where each one is prepared to take her place in society as a responsible citizen.

ETHOS

Ursuline College is a Catholic Voluntary Secondary school for girls and is a member of the Le Cheile Trust. It operates within the Department of Education and Skills's scheme for Free Education and is funded accordingly. Ursuline education seeks to nurture a community where Christian values are respected, lived and taught. It is based on the writings of St Angela Merici, the foundress of the Ursuline Congregation, and on the Le Cheile Charter.

Ursuline College strives to enable students to:

- ✚ Be aware of God's unconditional love for them
- ✚ Know and live their Catholic faith through learning, liturgy, prayer and practice
- ✚ Be active members of their community and church
- ✚ Be aware of others less fortunate than themselves and respond accordingly
- ✚ Be independent of mind in order to stand up for the truth

Ursuline educators strive that all students would

- ✚ Be active participants in their own learning
- ✚ Reach their academic potential
- ✚ Develop and love their cultural heritage while also appreciating and respecting the cultural differences of others
- ✚ Develop creativity in their use of leisure
- ✚ Develop active enquiring minds, powers of discrimination, self-discipline and leadership skills
- ✚ Be responsible guardians of our planet

SCHOOL TYPE

Ursuline College is a Voluntary Catholic Girls' Secondary School under the Trusteeship of Le Cheile and informed by the Religious and Educational Philosophy of Ursuline Schools. It is grant-aided and is a single-sex school.

MANAGEMENT STRUCTURE

Principal: Sr. Mairéad O'Regan



Ursuline Schools are
members of Le Cheile Trust

Deputy Principal: Mrs. Ann Waters

The Board of Management which operates under the Articles of Management for Catholic Voluntary Secondary Schools, comprises 8 members – four Trustee nominees, two parent nominees, and two teacher nominees. The Principal of the school acts as Secretary to the Board.

SCHOOL ORGANISATION – DAY TO DAY SCHOOL MANAGEMENT STRUCTURES

Principal Mairead O'Regan OSU
Deputy Principals Ann Waters and Colm Mc Intyre

The school has 7 A.P.1s and 11 A.P.2s, as well as a Programme Co-ordinator at A.P.1 level.

Great emphasis is placed on the school's Pastoral Care system comprising Subject teachers, Class Tutors and Year Heads, Guidance Counsellor, school Chaplain, Deputy Principals and Principal. A Youth Liaison Officer enhances the support offered through the Pastoral Care system

There is a Parents' Advisory Council in the school comprising volunteers from the parent body.

Student leadership is organised and encouraged through the school's Senior and Junior School Councils, Sports Council, Green Council, Cinnire and Cairdeas Mentoring programmes as well as through participation in Student/Sports Leadership programmes and competitions.

CURRICULUM

Teaching Resources:

The teaching staff comprises 55 teachers (including the Guidance Counsellor who is now within the school's quota), as well as the Principal, Deputy Principals and Learning Support teacher who are ex-quota members of staff.

The following programmes are offered in the school:

- ✦ Three year Junior Certificate Programme
- ✦ One year Transition Year Programme
- ✦ Two year Leaving Certificate Programme
- ✦ Leaving Certificate Vocational Programme

EXTRA-CURRICULAR ACTIVITIES

Ursuline College offers a wide range of extra curricular activities including a variety of sports (Hockey, Basketball, Athletics, Gaelic football, Soccer, Swimming and Badminton), First Year clubs, Debating/Public Speaking, European projects, Cross-border Partnership Projects, Faith Friends, Science, Environmental, Leadership, Poetry, Choral, Orchestral/Music and Art competitions, An Gaisce Awards, John Paul II Awards. The school also supports minority sports such as Golf, Rowing, Horse-Riding etc. Adventure and Educational School tours (co-curricular and extra-curricular) are a

regular feature of school life at Ursuline College as is fund-raising for a number of charities including Ursuline Kenyan missions, Concern, Trocaire, St Vincent de Paul, Social Services, Guide Dogs for the Blind and Oropharyngeal Cancer.

FINANCE AND BUDGET

A Voluntary Family contribution is requested of parents annually, which helps to defray the shortfall in the Department of Education and Skills's funding of Voluntary Secondary Schools.

ADMISSIONS POLICY

In keeping with the school's Mission Statement, the Board of Management of Ursuline College supports the principles of

- ✦ Inclusiveness
- ✦ Equality of access and participation in the school
- ✦ Parental choice in relation to enrolments
- ✦ Respect for the diversity of traditions, values and beliefs

The school's Admission Policy operates within the context of

- ✦ The Department of Education and Skills's regulations and programmes as set out in the Education Act 1998.
- ✦ The Religious and Educational Philosophy of the Ursuline Schools.
- ✦ The funding and resources available to the school.
- ✦ A student's ability to follow the curriculum as laid down by the Department of Education and Skills. Every reasonable effort will be made to support students who experience difficulties in following the normal curriculum.

CRITERIA FOR ENROLMENT

- ✦ Students must be aged 12 by January 1st of the year following the student's entry into 1st year (Birth Certificates will be required)
- ✦ The Board of Management will take into account Department regulations re staffing arrangements, class size and any other relevant requirements concerning accommodation
- ✦ Students will be enrolled on application except in exceptional circumstances
- ✦ In the event of over-subscription, the following principles apply:
 - Automatically accepted are students from Scoil Ursula, sisters of present/past pupils and daughters of past-pupils
 - Other applicants are accepted on a first-come first-served basis
- ✦ Admission into years other than 1st years (and re-admissions) will depend on availability of places, subject choices, the criteria set out in this document and will be at the discretion of the Board of Management
- ✦ Students are enrolled on the understanding that they and their Parents/Guardians fully accept the school's Code of Discipline. Parents /Guardians are asked to sign the Code of Discipline at the beginning of each school year, expressing their support for the school's disciplinary policy.

- ✦ The Board of Management delegates to the Principal the responsibility of assigning students to particular class groups.

APPLICATION FOR ENROLMENT PROCEDURES

- ✦ Invitations to Open Day are sent to local Primary schools
- ✦ Open Days are advertised in the local press
- ✦ Application forms are available on Open Day and on request from the school
- ✦ Registration takes place on Open Day.
- ✦ The school writes to parents/guardians offering a place to their daughter. Parents/guardians are then requested to return an acceptance slip confirming acceptance of the place offered
- ✦ Date of Assessment tests is notified to Primary schools and is advertised in the local press. The school operates a policy of non-streaming.

SPECIAL NEEDS

Ursuline College makes every reasonable effort to provide for students with special educational needs. In order to do this effectively, the school will require the educational records of special needs' students in advance. Where students have been assessed prior to commencing Secondary school, these assessments must be made available to the school.

All information received in relation to students will be used only for the purposes intended, as per GDPR guidelines.

MID-YEAR TRANSFERS FROM OTHER SECOND-LEVEL SCHOOLS

Students wishing to join Ursuline College mid-term or mid-year may request admission to the school, subject to the school's Admissions' Policy. A student will only be considered for admission provided there is available space. In order to assess the wisdom of accepting a student mid-term, mid-year or mid-cycle, the Principal requests records of attendance, behaviour and educational attainment from the student's previous school, along with a reference from the student's former Principal. Consultation with the Educational Welfare Officer will be sought where this is deemed necessary. Once in receipt of this information and the subject choices of the student, the Principal will consider the reasons for, and the consequences of the transfer. If the Principal is satisfied with the outcome of this process, a place will be offered to the student. If not, the Principal will state clearly the reasons for not accepting the student. In this case, parents may appeal the non-acceptance of their daughter into the school to the Board of Management, according to the procedures outlined in the Education Act.

RIGHT OF BOARD TO REFUSE ADMISSION

The Board of Management reserves the right to refuse an application for admission in exceptional circumstances.

ADMISSION INTO TRANSITION YEAR

TY is promoted among all students in Third year as well as being promoted throughout the year among the Junior school. Many aspects of the TY programme such as mini-companies and the school Musical help to increase awareness of the programme throughout the school. Following separate presentations from the Coordinator in March/April to both students and parents, students wishing to enter the Transition Year programme the following year are asked to fill in an application form. Once the application forms are received the list of students wishing to do TY is presented to the staff. The following criteria are looked at when a student applies for Transition Year;

- ✚ Completed Application form,
- ✚ Suitability, (ability to meet deadlines, homework, detentions/report cards)
- ✚ Benefit for the student,
- ✚ Attendance and Punctuality.

If teachers feel that any student may benefit from TY but needs extra consideration before she is offered a place, a meeting is arranged with the Third Year Head and Principal. Following this meeting the Principal and/or Coordinator meets with the student in question, letting her know what is expected of them in TY. They are informed that they will be given a trial period, and will be given every opportunity to engage with the TY programme. On occasion the Principal may meet with the parents of these students.

If it is decided that a student is not suited to TY, a meeting will be arranged between the Parents/Guardians of the student and the Principal.

Other students may be allowed entrance to TY but teachers may request that they are not placed in a class with certain other students.

The School charges a fee of €400 to defray the cost of the TY programme. To secure a place, students are asked to bring in a deposit for TY in May of 3rd year for the following academic year. Students whose families may have financial difficulties are aided from school funds.

ADMISSION INTO L.C.V.P.

The Leaving Certificate Vocational Programme is a Leaving Certificate with a strong vocational aspect.

The programme consists of Leaving Certificate subjects, together with three compulsory link modules on enterprise education, preparation for work and work experience. Students must take at least 5 Leaving Certificate subjects, one of which must be Irish and a continental language or vocational language module.

All 5th year students have the option of entering the Leaving Certificate Vocational Programme provided that they meet the DES subject requirements outlined on the following page:

TABLE 1

Vocational Subject Groupings

Specialist Groupings		
	Construction Studies 029	
1.	Engineering 027 Design & Communication Graphics 562 Technology 065	(any two)
2.	Physics 021	and Construction Studies 029 or Engineering 027 or Technology 065 or Design & Communication Graphics 562
3.	Agricultural Science 024	and Construction Studies 029 or Engineering 027 or Technology 065 or Design & Communication Graphics 562
4.	Agricultural Science 024	and Chemistry 022 or Physics 021 or Physics & Chemistry 023
5.	Home Economics (New Syllabus – Sci & Soc) 098	(any two) Agricultural Science 024 or Biology 025
6.	Home Economics (New Syllabus – Sci & Soc) 098	and Art with Design Option 071 or Art with Craftwork Option 072
7.	Accounting 032 Business 033 Economics 034	(any two)
8.	Physics 021	and Chemistry 022
9.	Biology 25	and Chemistry 022 or Physics 021 or Physics & Chemistry 023
10.	Biology 025	and Agricultural Science 024
11.	Art with Design Option 071 or Art with Craftwork Option 072	and Design & Communication Graphics 562
Services Groupings		
12.	Engineering 027 or Technology 065 or Design & Communication Graphics 562 or Construction Studies 029	and Accounting 032 or Business 033 or Economics 034
13.	Home Economics (New Syllabus – Sci & Soc) 098	and Accounting 032 or Business 033 or Economics 034
14.	Agricultural Science 024	and Accounting 032 or Business 033 or Economics 034
15.	Art with Design Option 071 or Art with Craftwork Option 072	and Accounting 032 or Business 033 or Economics 034
16.	Music 067	and Accounting 032 or Business 033 or Economics 034