



Isle of Man
Government

Reiltys Ellan Vannin

Department of Education and Children
Rheynn Ynsee as Paitchyn



Policy and Guidance on Admission to Secondary Schools

Reviewed June 2016

Policy and Guidance on Admission to Secondary Schools

The purpose of this document is to clarify the basis and procedures by which pupils of secondary school age may be admitted to an Island secondary school.

Principle

The secondary school attended will normally be determined by the parents'* place of permanent residence as given on the Electoral Roll and at the Isle of Man Government's Treasury Rates Office (* all references to parents also include legal guardians).

In the case of families living apart, "parents' place of permanent residence" shall, in all cases, be taken to be the place of permanent residence of the parent with whom the child normally resides during the period Monday - Friday when schools are open.

Policy - Transfer from Primary School to Year 7

- The Island's 32 primary schools have clearly defined catchment areas and it is the geographical boundaries of groups of these catchment areas, which define the areas served by secondary schools.
- Each child's parents' home (permanent place of residence) may be identified, therefore, with its 'natural' secondary school by reference to its location relative to its local primary school.
- It is the Department's policy that each child should attend his or her 'natural' secondary school. **If the child has attended an out of catchment area primary school, this will not confer the right to attend at a later stage the associated secondary school.**
- Each secondary school has a specialist department, which can support children with special educational needs. If a child has a severe learning difficulty (identified at School Action or School Action + within the Department's procedures) to such an extent as needing education mainly in a special unit, the same policy shall apply.
- Secondary schools and their associated primary school catchment areas are summarised in Appendix A.
- Siblings may attend a different secondary school from the one naturally associated with their parents' place of residence if an older brother or sister is still on the roll of the different secondary school on the day that the younger child starts his/her attendance.

OUT OF CATCHMENT AREA ADMISSIONS

Parents may apply for an 'out of catchment area' place at any secondary school.

However, it is the Department's policy not to overcrowd schools and the indicative maximum number of pupils approved for each school will therefore only be exceeded if –

- the number of pupils living within the school's catchment area exceeds this figure, or
- the Department itself directs a pupil or pupils to the school.

In consequence, other than in exceptional circumstances, applications for places for children who are resident outside the catchment area of a school will usually be refused if the year group is approaching its maximum size and further children living within the catchment area are expected to be enrolled during the course of the academic year.

In addition, even if the relevant year group is not reaching the maximum size, there are only a small number of circumstances where approval may be given to children attending a school outside their catchment area, these are detailed in the Guidance notes for Out of Catchment Area Requests.

Where parents choose to request an 'out of catchment area' place for their child, they will be required to meet any costs incurred in transporting their child to and from the school.

If a family leaves the catchment area of the school which their child attends, the child may remain at that school if his or her parents wish, or may transfer to the school serving the area to which they are moving.

APPEALS

Where an application for the admission of a child to a particular school has been refused, this will be conveyed, with the reason for the refusal, to the parents in writing by the Department, together with notification of their right of appeal.

The procedure for the submission and determination of appeals is set out in the Education (Admission Appeals) Regulations 2004.

Appeals should be submitted in writing within 21 days of notification of the headteacher's decision, marked for the attention of the Legal and Administration Manager.

POLICY - ADMISSION TO SECONDARY SCHOOL IN YEARS 8-13

Pupils whose parents' home (permanent place of residence) is in the secondary school's natural catchment area will automatically be accepted on to the roll of that school when parents register with the school.

If an 'out of catchment area' pupil is admitted, siblings of that pupil may also be admitted. The Department is unlikely to accept Out of Catchment requests for exam classes in Years 10 - 11.

Review

The Department of Education and Children reviews its procedures at regular intervals in order to ensure that the availability of secondary school places is both efficient and fair.

APPENDIX A

NORTH: Ramsey Grammar School

Andreas
Ballaugh (1)
Dhoon
Jurby
Laxey (2)
Ree Gorree
Sulby
St Thomas' Church of England School**
St Mary's Roman Catholic School**

(1) and (2) – **Children whose parents' home is in the catchment area of one of these primary schools may attend instead:**

- (1) **QE II High School;**
- (2) **St Ninian's High School**

SOUTH: Castle Rushen High School

Arbory
Ballasalla
Foxdale (3)
Kewaique (4)
Phurt le Moirrey
Rushen
Victoria Road
St Thomas' Church of England School**
St Mary's Roman Catholic School**

(3) – **Children whose parents' home is in the catchment area of this primary school may attend the QEII High School instead.**

(4) – **If the parents' permanent place of residence is not in the parish of Santon, then children may attend Ballakermeen High School**

WEST: Queen Elizabeth II High School***

Ballaugh (5)
Foxdale (6)
Marown
Michael
Peel Clothworkers'
St Johns'
St Thomas' Church of England School**
St Mary's Roman Catholic School**

(5) and (6) – **Children whose parents' home is in the catchment area of one of these primary schools may attend instead:**

- (5) **Ramsey Grammar School**
- (6) **Castle Rushen High School**

EAST 1: St Ninian's High School

Ashley Hill
Onchan
Cronk y Berry
Willaston
Laxey
St Thomas' Church of England School**
St Mary's Roman Catholic School**

(7) – Children whose parents' home is in the catchment area of this primary school may attend instead:

Ramsey Grammar School

EAST 2: Ballakermeen High School

Anagh Coar
Ballacottier
Braddan
Fairfield
Kewaique (8)
Manor Park
Scoill yn Jubilee
Vallajeelt
St Thomas' Church of England School
St Mary's Roman Catholic School

(8)- If the parents' permanent place of Residence is not in the parish of Santon, then children may attend Ballakermeen High School

**** Pupils who attend St Mary's Roman Catholic School or St Thomas' Church of England School shall for these purposes attend the secondary school for the area in which they permanently reside.**

*****Pupils transferring from the Bunscoill Ghaelgagh whose parents wish them to continue with an element of Manx medium learning are for these purposes, regarded as residing within the catchment area of the Queen Elizabeth II High School, Peel, irrespective of the parents' actual place of permanent residence, provided that the pupil has been in attendance at the Bunscoill for more than one year prior to attaining secondary school age.**

APPENDIX B

Contact Addresses:

Ballakermeen High School

St Catherine's Drive
Douglas
Isle of Man
IM1 4BE
Telephone 648700

Castle Rushen High School

Arbory Road
Castletown
Isle of Man
IM9 1RE
Telephone 693500

QEII High School

Douglas Road
Peel
Isle of Man
IM5 1RD
Telephone 841000

Ramsey Grammar School

Lezayre Road
Ramsey
Isle of Man
IM8 2RG
Telephone 811100

St Ninian's High School

St Ninian's
Douglas
Isle of Man
IM2 5RA
Telephone 648800

Department of Education and Children

Hamilton House
Peel Road
Douglas
Isle of Man
IM1 5EZ
Telephone: 685820

(See the School Catchment Areas Order 2010)

The information in this document can be provided in large print or on audio tape, on request.

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www.gov.im/education