

## ST JOSEPH'S COLLEGE

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**Principal:** Michele McCormick BSc (Mathematics) PGCE, PQH (NI)

**Chair of Board of Governors:** Mr Gerard Wilson

**Maintained School  
Co-educational All-Ability**

**Age Range:** 11-18

**Admission No:** 150

**Enrolment No:** 835

### OPEN NIGHT – THURSDAY 15<sup>TH</sup> JANUARY 2026

PRINCIPAL'S ADDRESS – 7pm and 8pm

#### **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 Sub-Committee, which includes the Principal, the responsibility for applying these criteria. 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.

#### **ADMISSIONS POLICY**

##### **ADMISSIONS TO YEAR 8**

During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered. The application procedure opens on 27 January 2026 at 12 noon (GMT) and an application submitted by the closing date of 19 February 2026 at 12 noon (GMT) will be treated as a punctual application. An application received after 12 noon (GMT) on 19 February 2026 and up to 4pm on 24 February 2026 will be treated as a late application. Applications received after 4pm on 24 February 2026 will not be processed until after placement notification day on Saturday 9<sup>th</sup> May 2026.

***In the event of a number of applications exceeding the College's admission number, the Board of Governors will apply the following criteria in the order stated below:***

1. Applicants enrolled in the following Primary Schools in the Parishes of;  
Drumbo & Carryduff (St Joseph's PS, St Ita's PS),  
Holy Rosary (Holy Rosary PS, St Michael's PS),  
St Bernadette's (St Bernard's PS),  
St Brigid's (St Bride's PS),  
St Colmcille's (St Joseph's PS),  
St Malachy's (St Malachy's PS) and  
St Matthew's (St Matthew's PS).
2. Applicants who have a sister or a brother already enrolled in the school.
3. Applicants who are the eldest child in their family. To verify this fact, a letter from a member of the Clergy, Solicitor, or Public Servant such as a Health or Education professional directly involved with the family must be provided.
4. Pupils who are deemed by the Board of Governors, on the basis of the supporting evidence from parents and/or medical personnel and/or statutory agencies and/or other sources, to have special circumstances e.g. medical, social, pastoral or other. All supporting evidence must be submitted with the Transfer Application Parents/Guardians should note that not every special circumstance applicant will be automatically deemed by the Board of Governors to have special circumstances.
5. Applicants whose Transfer Application expresses a 1st, 2nd, 3rd, 4<sup>th</sup>, 5<sup>th</sup>, etc. preference for St Joseph's College, with admission being granted in that order, after the above criteria have been applied.

- Final placement will be determined on distance by foot from home to College as measured using [maps.google.co.uk](https://maps.google.co.uk). In the event that there is a tie & that more than one applicant resides the same distance by foot from home to college, applicants will be selected on the basis of random selection by computer.

### **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 applicant's Transfer Application.

If the requested evidence is not provided to the Board of Governors by the deadline given, 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.

### **WAITING LIST POLICY**

The criteria relating to the initial admission of pupils into Year 8 before the commencement of the 2026 school year will also be used for entry in Year 8 should admissions become possible after the commencement of the 2026 school year.

### **Applications and Admissions**

<b>Year</b>	<b>Admissions No</b>	<b>Total Applications <i>i.e.</i> <i>All preferences</i></b>	<b>Total Admissions</b>
<b>2023/24</b>	150	225	150
<b>2024/25</b>	150	175	150
<b>2025/26*</b>	150	155	153

*\*The Total Admissions for year 2025/2026 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).*

### **ADMISSIONS TO YEARS 9 ONWARDS**

All applications for admission to Year 9 onwards will be treated equally and the published criteria above will be applied.

### **ADMISSIONS TO POST 16**

If oversubscribed, priority to Post 16 will be given to Year 12 pupils in attendance at the College. The criteria relating to the initial admission of pupils into Year 8 before the commencement of the 2026 school year will also be used for entry into Post 16 thereafter.