

ST LOUISE'S COMPREHENSIVE COLLEGE

A CENTRE OF EXCELLENCE

468 Falls Road

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Principal: Miss Mary McHenry; BA Hons, PGCE, PQH(NI), MSc Edn Mgt;
(Acting Principal Miss Kelly McGahan)

Chair of Board of Governors: Mr John O'Rourke, BSc, FCA, FCMA, FCCA

Maintained School

Co-educational

Age Range: 11-19

Admission No: 220

Enrolment No: 1500

OPEN NIGHT THURSDAY 8 JANUARY 2026

PRINCIPAL'S ADDRESS AT 4.00 PM AND 6.30 PM

MORE INFORMATION CAN BE FOUND ON OUR WEBSITE AT www.stlouises.org.uk

YOU MAY WISH TO FOLLOW US ON Facebook @stlouisescomprehensivecollege

OR Twitter @stlouises cc

FOR ALL QUERIES AND QUESTIONS RELATING TO TRANSFER SEPTEMBER 2026 PLEASE CONTACT

MRS ELLEN SMYTH esmyth333@c2kni.net or 02890325631

FURTHER INFORMATION WILL BE SENT TO PRIMARY SCHOOLS AND ON OUR SOCIAL MEDIA PLATFORMS

RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND PRINCIPAL IN RELATION TO ADMISSIONS TO THE SCHOOL FOR YEAR 8 ONLY

The Board of Governors draws up the admissions criteria and delegates to an Admissions Sub-Committee, which includes the Principal. The Admissions Sub-Committee has 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. A member of the school's support staff will offer administrative assistance to the Admissions Sub-Committee.

NOTES OF INFORMATION

- In accordance with DE regulations, all children resident in Northern Ireland at the time of application to Year 8 will be selected for admission before any child not so resident will be selected.
- It is the sole responsibility of parents/carers of prospective students to ensure that all information relevant to the Admissions Criteria of St Louise's Comprehensive College is submitted on your transfer application. Please note information under duty to verify section.
- The criteria outlined below is for Year 8 only.

ADMISSIONS POLICY FOR SEPTEMBER 2026 FOR YEAR 8 ONLY

During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered. The application procedure opens on Tuesday 27 January 2026 at 12 noon (GMT) and an application submitted by the closing date of Thursday 19 February 2026 at 12 noon (GMT) will be treated as a punctual application. An application received after 12 noon (GMT) on Thursday 19 February 2026 will be treated as a late application.

The sub-committee, on behalf of the Board of Governors, will apply the criteria listed below to identify which children will be admitted to Year 8. In selecting children for admission, children resident in Northern Ireland at the time of their application to the school will be selected before any child not so resident.

Application for admission to St Louise's College will be divided into two categories, A and B. All applications will be considered but applications belonging to Category A will be given preference over applications belonging to Category B. Please note that sub-category A1 will be applied first and then sub-category A2.

CATEGORY A

A1. Category A1 will be applied for pupils who normally reside in the traditional catchment area of the school which includes outlying parishes listed, not in any order of priority.

Blaris Parish	Our Lady Queen of Peace Parish	St Mary's Parish (Star of the Sea)
Christ The Redeemer Parish	Sacred Heart Parish	St Matthew's Parish
Corpus Christi	St Agnes's Parish	St Michael's Parish
Derrriaghy Parish	St Anne's Parish	St Oliver Plunkett Parish
Glenavy and Killead Parish	St Brigid's Parish	St Paul's Parish
Hannahstown Parish	St Gerard's Parish	St Patrick's Parish
Holy Cross Parish	St John's Parish St	St Peter's Parish
Holy Family Parish	Luke's Parish	St Peter's Parish (The Rock)
Holy Rosary Parish	St Malachy's Parish	St Teresa's Parish
Holy Trinity Parish	St Mary's on The Hill Parish	St Vincent de Paul Parish
Nativity Parish	St Mary's Parish (Chapel Lane)	

A2. Pupils who at the time of application reside elsewhere in Northern Ireland.

CATEGORY B

All other applicants

In the event of oversubscription within Category A1, the following sub-criteria will be applied in the order of priority listed below to each category, beginning with category A1 to determine which children should be admitted. (Should places still exist the same process will be repeated for Category A2 and then Category B until all places are filled).

PLEASE NOTE, SHOULD THE SCHOOL BE OVERSUBSCRIBED, A COMPUTERISED RANDOM SELECTION WILL BE APPLIED AT THE POINT OF OVERSUBSCRIPTION. THIS PROCESS WILL BE VERIFIED BY THE CHAIR OF THE ADMISSIONS SUB-COMMITTEE

Applications from pupils:

1. Applicants at the date of application have had or have a brother(s) or sister(s) or half-brother or half-sister (this includes legally adopted/fostered) enrolled in St Louise's, or formerly enrolled in St Louise's (**MUST BE INDICATED ON THE TRANSFER APPLICATION**). *
2. Those pupils whose Transfer Form expresses a first preference for St Louise's College and do not qualify for 1. *
3. Those pupils whose Transfer Form expresses a second preference for St Louise's College and do not qualify for 1 and 2. *
4. Proximity to the school measured by the College authorities along the public transport route from the home of the applicant to the gates of St Louise's at the Falls Road entrance and do not qualify for 1, 2 and 3. *

***PLEASE NOTE, TWINS OR OTHER MULTIPLES WILL BE TREATED AS JOINT APPLICANTS AT EACH CRITERION**

DUTY TO VERIFY

The Board of Governors reserves the right to require any supplementary evidence linked to the criteria as outlined in Category A and B, 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.

Note: When an application is submitted an applicant must provide supporting documents* if requested by ANY preference listed. (An applicant must read the published admissions criteria of their listed preferences to find out if any documentation is requested by a school). *In addition to any documents required the applicant must also provide the **CHILD'S BIRTH CERTIFICATE**.

WAITING LIST POLICY

At the close of the initial application process on **Saturday 9 May 2026** all applications for admission to Year 8 that were **initially refused** will be placed on a waiting list (where new information has been provided for **initial applications after the 9 May 2026** these will be treated equally and the published criteria applied). Please note that late applications received after the close of the initial application process (**9 May 2026**) will be added to the waiting list in date order of applications received. The waiting list will be in place until **26 June 2027**. The school will contact you in writing if your child gains a place in the school by this method.

ADDITIONAL GUIDANCE FROM DE CIRCULAR 2025/12 REGARDING NON-ENROLMENT OF A CHILD

12.3 - Where a school is oversubscribed with applications, the parents of any child who does not present at the start of term should be contacted, in writing, if possible, to seek confirmation of a start date for the child or a reason why they are unable to attend. This correspondence should explain that a place cannot be reserved indefinitely, and that the child's place will be allocated to another child if no response is received. It is suggested that a two-week deadline for response be provided. If no response has been received within the two weeks, further correspondence should issue, which should also indicate that if no response is received within two weeks, the child's offer of a place will be rescinded. If, following the conclusion of this further two-week period, there has been no response from the parents, the child's offer of a place may be revoked and the place offered to the next child on the school's waiting list. (DE Circular 2025/12).

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

Applications and Admissions

Year	Admissions No	Total Applications All Preferences	Total Admission
2023/24	220	388	220*
2024/25	220	307	220*
2025/26	220	285	244**

* *Excludes students with Statements of Educational Needs and admissions directed by the Exceptional Circumstance Body.*

** *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)*

Criteria for entry into Year 9 and onwards - Available on request from the school.