

## Transition Year Admissions Policy 2022/23

### Coláiste Mhuire



#### 1. Policy Statement:

Coláiste Mhuire, Buttevant offers Transition Year as an optional one year programme post Junior Cycle designed to bridge the gap between Junior and Senior Cycles and prepare students for adult life.

The school strives to achieve the mission of the Transition Year programme which is:

‘To promote the personal, social, educational and vocational development of the students and to prepare them for their role as autonomous, participate and responsible members of society.’

#### 2. Respecting the choice of the students and Parents

Coláiste Mhuire acknowledges its duty to promote equality of access to participation in the Transition Year Programme subject to the procedures and criteria outlined in this policy.

### 3. Application Procedures:

Application for admission to Transition Year is open to all students in Junior Cycle Year 3 who have completed the Junior Cycle state examinations.

- The maximum number of places available in each Transition Year class in the programme is 24. The total number of classes in TY each year will be determined on an annual basis (this is dependant on the resources available to the school).
- An Information evening for parents and students will take place on February 9<sup>th</sup> 2023. Application forms will be distributed to all prospective students via Teams. It will be made clear to all prospective applicants that knowledge of, research into and preparation for Transition Year will be critical factors in gaining entry to the programme. Similarly attendance, application and attitude to work and behaviour will be important factors.
- The Closing for application forms will be Tuesday, February 21<sup>st</sup> 2023 and late applications will not be considered. Acceptance of the application form does not confirm or imply an expectation of a place on the programme.
- Applicants will be interviewed by the TY Admissions Committee. The committee will be responsible for assessing applications and offering places. The committee will comprise of the TY coordinator, Deputy Principal and member of TY Coordination team.
- The committee will consider the criteria outlined below, a student's application form, interview and the professional advice and judgements of the teaching staff when determining a student's admission to the TY programme.
- Applications will be ranked in order of merit after scoring applications in line with the set criteria for admission. Applicants must receive a score of more than 60/100 to qualify for a place in TY.
- Where the number of applications exceeds the number of places available, places will be allocated in line with order of merit. The

remaining listed candidates (those over 60 marks) will be offered places in line with order of merit, when/if a place becomes available.

- Unsuccessful applicants will be informed and will be advised of their right to appeal the decision initially to the Principal and subsequently to the board of management, if unhappy with the result of the initial appeal.
- The Transition Year Programme is not necessarily suitable for all students.
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#### 4 External Applications

External applicants fill in the enrolment application form and a Transfer form for Colàiste Mhuire, as new entrants and such students who meet the criteria can fill out an application form for TY.

#### 5 Criteria for Admission

Each application will be considered on its own merit. However, the following criteria will apply in assessing a prospective Transition Year student's application:

- The maximum number of places available in each Transition Year class will not exceed 24 students.
- Age – Consideration is given to students who are under 15 years of age on the 1<sup>st</sup> January in the year of entry to the Transition year programme (or 17 and half years or younger sitting the Leaving Certificate examinations)
- The student is willing to sign the contract of learning.
- The student's homework and study record.
- The student' attendance and punctuality record.

- The student's record of compliance with the schools Behaviour Policy and The Code of Conduct.
- The student's record of contribution to extra-curricular and co-curricular activities.
- The student must submit a personal statement (application form)

Transition Interview & Application :

Awarding of Marks

Criteria	Marks	Marks Awarded
Age: Consideration is given to students who are under 15 years of age on 1 <sup>st</sup> January in the year of entry to the TY programme.	10	
The student's homework and study record	15	
The student's attendance and punctuality record.	15	
The student's record of contribution to extra-curricular activities.	15	
The student's record of compliance with the schools Code of Behaviour.	15	
The student must submit a Personal Statement (application form)	30	
Total marks	100	

Notes:

- If a student receives marks under 60/100, then a student will be deemed unsuitable for TY.
- The following will be deducted:

*Suspension: subtract 4*

*Detention: subtract 1*

*Record card: subtract 2*

Personal Statement: (application form)

To help students to create a personal statement, they will be asked to fill in an application form with a number of sections. These sections include:

- The reasons why you would like to do the TY programme
- The contribution that you can make to the programme
- Your involvement to date in extra-curricular and other activities in the school
- A list of your achievements to date in school and outside school, i.e sports, drama, music, community involvement/groups etc
- Why you should be offered a place on the programme