



June 2023

Dear Parents/Guardians

As we close the academic year 2022-23, I take this opportunity to congratulate our students for their effort, enthusiasm, participation, progression, and achievements across curricular, extracurricular and pastoral activities. I acknowledge all staff who play their own very important key role in contributing to the provision we make, and for enabling and encouraging our pupils to engage and benefit fully from opportunities for enrichment and personal development.

The support from parents and guardians throughout the past year has been greatly appreciated and we look forward to continued partnership.

The staff and I are looking forward to a new beginning in August/September 2023 and to welcoming our incoming Year 13 students to Post 16, as they prepare to embark on this final and most important Key Stage of their educational journey at Loreto.

See below Important Information for Year 12 Students entering Year 13 September 2023 – also available on Year 12 Team for pupil reference.

If you have any further queries, please ring the school office or forward for the attention of Mrs M. Gavin, Vice-Principal for Curriculum, Learning and Teaching via email: info@loretogs.omagh.ni.sch.uk

See attached arrangements for school opening in September 2023, key dates for the academic year 2023-2024 and general information for your reference.

This year, we acknowledged longstanding members of staff who retired: Mrs C Turbitt – Vice-Principal, Mr G Donaghy-Groundsman/Caretaker, Mrs M Martin-Cleaning Staff, Ms P Armstrong – Geography Department and Mrs S Casey – Pupil Welfare Officer. We also bade farewell to permanent teaching staff members: Mr S O'Hagan, Mrs D Marlow, and Mrs N McNally. We thank each and everyone for their outstanding service to Loreto Grammar School, Omagh and wish them much happiness for the future.

Once again, thank you for your support during the past year. We will continue to pray for, and hold dear in our thoughts, those who have experienced bereavement or have concerns about illness or vulnerability within their family or friendship circles. May God grant them the strength and healing they need.

I wish you, the students and your families health, happiness and joy over the holidays and until we meet again, "Go gcoinní Dia i mbos a láimhe sibh" - *May God hold you in the palm of His hand.*

Yours sincerely,

Mrs Susan Cullinan (Principal)



Important Details for Year 12 Students entering Year 13 September 2023

In advance of the GCSE results (24th August 2023) your daughter is advised to give careful consideration to career aspirations, research the career requirements and pre-plan her A' Level subject choices as she will be making important decisions about the next stage of her education. She is advised to consider subject choices from the option pools below and may choose **one** subject from each pool. While every effort will be made to accommodate students in their subject choices this may not always be possible. Students may be guided to choose another subject area where a class size is presenting as very low and is not sustainable or where a subject is oversubscribed, and a limit must be placed on the class size.

The **Admission Policy to Post 16** is attached. Please read this document carefully and note:

1.3: Applicants have achieved at least 6 GCSE passes with a minimum value of 240 points using the following C2K examinations system:

A*/ 9=58 points, A / 8 /7=52 points, B / 6=46 points, C* / 5=43 points, C / 4=40 points

2.4: Applicants will be asked to consider **3** subjects in the first instance for advanced Level from the school's option pools with reserve areas in the event they are unable to be placed in a subject area.

2.6: Students who cannot be placed in their first-choice subject/s will be given choices in the reserve subject/s.

2.7: Students who have secured admission to the school with **above 414 points** may consider taking a 4th Advanced Level subject from the remaining pool option.

Details of course specifications are available in the Loreto Post 16 Information Booklet and on www.loretoqs.com

Omagh Learning Community (OLC)

This is subject to change. Subjects may be withdrawn if there are insufficient numbers to run a class economically or alternatively, additional subjects may be available.

Block A	Block B	Block C	Block D
Tuesday 8+9, Wednesday 1+2 Thursday 1+2, Friday 8+9	Monday 1+2, Tuesday 1+2 Wednesday 4+5, Thursday 8+9	Monday 4+5, Wednesday 8+9, Thursday 6 +7 Friday 4+5	Monday 8+9, Wednesday 6+7 Thursday 4+5, Friday 1+2
<ul style="list-style-type: none"> Biology Irish Government and Politics Psychology Business Studies Geography 	<ul style="list-style-type: none"> Biology Art and Design Spanish Sociology BTEC Children's Play Learning and Development Religious Studies 	<ul style="list-style-type: none"> Biology Chemistry English Literature Nutrition and Food Science Design and Technology Health and Social Care Mathematics 	<ul style="list-style-type: none"> Geography BTEC Sport Health and Social Care History Mathematics Chemistry
OMAGH LEARNING COMMUNITY OPTIONS (TBC)			
<ul style="list-style-type: none"> Applied Science BTEC Construction BTEC Engineering BTEC Performing Arts Health & Social Care Digital Technology <i>(Times may vary from above)</i> French <i>(Times may vary from above)</i> Physics Software Systems Development 	<ul style="list-style-type: none"> BTEC Construction Health and Social Care ICT Cambridge Technicals Physics 		
Year 13 Music (2023-24) offered in OLC Mon P5&6, Wednesday P5&6, Tuesday 3&4, Friday 5&6			

Pupils will be required to attend interview and finalise choices, following the Interview Schedule below.



Collection of Results

Students can collect results on Thursday 24th August 2023 in the school Assembly Hall.

8:30 – 9:30 am

Results will also be posted to arrive on Friday 25th August 2023.

Interview Schedule

On Thursday 24th August and Friday 25th August 2023 we have arranged interviews to help your daughter complete her subject choice decisions for returning to Post 16.

Attendance at interview is essential. Parents are welcome.

Pupils will be assigned to classes following the close of interview sessions on Friday 25th August 2023. Pupils must submit subject choices before the close of interviews in order to be considered in the class allocation process, following which subject offers will be forwarded to pupils.

There will be no opportunity to make changes to choices / classes before timetables are issued.

If a pupil cannot attend interview due to extenuating circumstances, she must inform a Vice-Principal in advance of 24th August 2023 of choices. If a pupil does not attend interview or confirm choices in advance, she will be assigned to options submitted in March 2023.

It is the responsibility of the pupil to ensure choices are confirmed before 3.30p.m. 25th August 2023.

The interview schedule is as follows:

Date	Session A	Session B	Session C
Thursday 24 th August 2023		11:15am – 1:00pm	2:00pm – 3:30pm
Friday 25 th August 2023	09:45– 11:00am	11:15am – 1:00pm	2:00pm – 3:30pm
Friday 25 th August 2023 – *External Candidates	3:30pm - 5:00pm		

Please telephone the School Office to pre-book your interview session on or before 7th July 2023 or from 7th August – 16th August 2023: 8:30am at 3:30pm. You are advised to arrive early. Interviews will be allocated on a first come, first serve basis.

If your daughter has obtained additional GCSE qualifications at an external centre, she must bring her certificates to the interview so that these qualifications can be validated.



POST 16 ADMISSIONS CRITERIA School Year 2023/2024

In striving for excellence and meeting the aims of Loreto Grammar School all Post 16 students will study a minimum of 3 Advanced Level subjects and engage in the Post 16 Religious Education programme and bespoke Key Skills provision.

CRITERIA for ADMISSION

- 1.1 The school does not exceed its enrolment numbers.
- 1.2 Places are available in the year and subject groups.
- 1.3 **Applicants have achieved at least 6 GCSE passes with a minimum value of 240 points using the following C2K examinations system:**
A* / 9=58 points, A / 8 / 7=52 points, B / 6=46 points, C* / 5=43 points, C / 4=40 points
- 1.4 It is the responsibility of the student to ensure she obtains a GCSE in the required subject areas e.g. English and Mathematics, for entry to third level education. The school will offer support to the student in this process where possible.
- 1.5 Applicants must have a positive record of Conduct, Attendance, Punctuality and Attitude during their previous years of secondary education.
- 1.6 A rank order, using the point system at (1.3) will be implemented to fill any remaining places.

Entry to Post 16 Subject Areas

- 2.1 All applicants in Post 16 must complete the school's Post 16 Application Form and those meeting the criteria for admission to the school will be interviewed by a member of staff.
- 2.2 Applicants must have confirmation of their DOB, Qualifications and Attendance record for Year 12 (Registration Certificate - printout from Attendance Module).
- 2.3 *Applicants who have achieved an additional GCSE or equivalent qualification must provide official confirmation of the result at the interview for entry to Post 16, so that the total point score can be amended*
- 2.4 Applicants will be asked to consider **3** subjects in the first instance for Advanced Level from the school's option pools with reserve areas in the event they are unable to be placed in a subject area.
- 2.5 Where there are more applicants to subject classes than there are places available, the following procedures will be applied:
(a Those who have chosen 4 subjects, and have the particular subject as their 4th preference, will be removed (and asked to choose a different 4th preference);
(b) The total number of GCSE points score will be applied;
(c) The individual subject entry requirements will be applied.
- 2.6 Students who cannot be placed in their first choice subject/s will be given choices in the reserve subject/s.
- 2.7 Students who have secured admission to Post 16 with above 414 points may consider taking a 4th Advanced Level subject from the remaining option pool.

The above criteria may change dependent on the availability of places.

Notes

- 3.1 Applicants must have forms and official confirmation of results submitted to the school immediately after receiving GCSE results.
- 3.2 Applicants will be given confirmation of acceptance into Post 16 and into subject classes only after all applicants are interviewed.
- 3.2 It is essential that applicants to this school and parents/guardians indicate an acceptance of the school ethos, all school regulations and a willingness to observe them.
- 3.3 Loreto Grammar School is a Voluntary Grammar School and all parents should be aware that: Voluntary Subscription of **£70** per student per annum is requested with concessions for families - **£70 for 1 child, £120 for 2 children and £150 for 3 for more children.**
- 3.4 It is compulsory to wear the school uniform.

AS and A LEVELS:

At Post 16 students choose from an extensive range of applied and general subjects offered by this school:

Art and Design(A), Biology(G), Business Studies(G), Chemistry(G), Design and Technology(A), Digital Technology (G), English Literature(G), French(G), Geography(G), Government and Politics(G), History(G), Health & Social Care(A), Irish(G), Mathematics(G), Nutrition and Food Science (G), Physics(G), Psychology(G) Religious Studies(G) Sociology(G) and Spanish (G)

BTEC Qualifications:

BTEC Level 3 National Extended Certificate in Sport

BTEC Level 3 National Extended Certificate in Children's Play, Learning and Development

BTEC Level 3 National Extended Certificate in Creative Digital Media Production

Please note:

The above list of AS and A Levels is subject to change.

Additional subjects may be offered via the Omagh Learning Community. Please refer to the school's option pools in the relevant year. Subjects may be transferred to the Omagh Learning Community or not offered where a low uptake occurs in any given year.

KEY SKILLS- ICT (A) – Microsoft Office Specialist

AS students are all encouraged to gain experience and qualifications in the Key Skill of Information Communications Technology. The Key Skill programme ensures students develop essential transferable skills that help to improve their learning and performance in education, training, work and life in general. The Key Skill offered to all Year 13 students is ICT.

Microsoft Office Specialist (MOS) is a comprehensive, performance-based Certification Programme to validate desktop computer skills using Microsoft Office 2016.

MOS is recognised globally, as the number one credential to validate knowledge and skills, relating to the Microsoft Office systems. Different modules can be completed in Word, PowerPoint, Excel, etc.

Microsoft Certification will increase a pupil's productivity, improve their job readiness and increase their employability capacity.

Extra Places

Criteria for **Extra Places** made available by the Department of Education for admission into Year 13 (Sixth Form). The Department of Education may, in response from a school on request, increase the number of pupils that the school can admit to its Year 13. Places that become available in this way shall be allocated only to pupils who meet the basic eligibility criteria for sixth form study (as outlined above) and shall be allocated in the order determined by the criteria to be applied in the order set down:

1. Pupils who have most recently completed Year 12 in Loreto Grammar School, Omagh.

2. Pupils from other schools where admission to an **Extra Place** at Loreto Grammar School, Omagh has been agreed by the Department of Education*

*Parents should note how the Department of Education will, in response to a school's request, increase the school's enrolment number in order to allow an extra post 16 pupil to enroll. DE will only increase the school's enrolment number if it is content that each external pupil for whom a place is requested would not be able to pursue their Post 16 course choices at a suitable school without undertaking an unreasonable journey (i.e. a journey that by public transport would be over an hour from where the young person lives.) If DE finds that that no other suitable school may provide all of the Post 16 courses that the pupil wishes to pursue – then DE will agree a school's request for an extra place.

What is a school of a type suitable for a pupil?

To determine this DE first considers all schools to be one of four types: denominational, non-denominational, Integrated, Irish-Medium. A school requesting an extra place for a Post 16 pupil will belong to one of these four types and DE will consider any other school or school from this type as suitable for the pupil. DE will also consider as suitable for the pupil any school from the same type as the type of school that the pupil attended in Year 12.



KEY DATES 2023/24

Dates highlight days on which pupils / year groups are in attendance
The list below includes Parent Teacher Meeting, Information Events and School Closures

The school day is 9.05am – 3.25pm

Term 1	
Arrangements for School Opening September 2023	
<i>Senior Leadership Training</i>	<i>Tuesday 29th August 2023</i>
Induction for Year 9,10,11 only	Friday 1st September 2023
Induction for Year 8,12 only	Monday 4th September 2023
Induction for Year 13,14 only	Tuesday 5th September 2023
School Open: All pupils	Wednesday 6th September 2023
Mid-Term: School Closed for pupils	Monday 30 Oct – Friday 3 Nov 2023
School Open: All pupils	Monday 6 November 2023
Christmas: School closed for pupils	Friday 22 December 2023
Term 2	
Parent Teacher Meeting* Year 12 9:30am-11:30am Year 11 1:15pm-3:15pm	Wednesday 3 rd January 2024 Year 12 only Year 11 only
School Open: All pupils	Thursday 4 January 2024
Parent Teacher Meeting* Year 10 9:30am-11:30am	Friday 19 th January 2024 Year 10 only
PM - School Closed for pupils	Friday 19 th January 2024
Parent Teacher Meeting* Year 13 9:30am-11:30am Year 8 1:15pm-3:15pm	Thursday 8 th February 2024 Year 13 only Year 8 only
<u>Subject Choices / Information Events*</u> Year 10 (GCSE Options) 10:00am-12noon Year 12 (Post 16 Options) 1:15pm-3:15pm	Friday 9 th February 2024 Year 10 only Year 12 only
Parent Teacher Meeting* Year 14 9:30am-11:30am Year 9 1:15pm-3:15pm	Monday 12 February 2024 Year 14 only Year 9 only
Mid-Term: School Closed for pupils	Tuesday 13 – Friday 16 February 2024
School Open: All pupils	Monday 19 February 2024
St Patrick's Day: School Closed for pupils	Monday 18 March 2024
Easter: School Closed for pupils	Thursday 28 March – Friday 5 April 2024
Term 3	
School Open: All pupils	Monday 8 April 2024
May Day: School Closed for pupils	Monday 6 May 2024
May Holiday: School closed for pupils	Monday 27 May 2024
Staff Training: School Closed for pupils	Tuesday 28 May 2024
Summer: School Closed for Pupils	Friday 28 June 2024

*The above dates for Parent Teacher Meetings / Information Events are fluid and subject to change

GENERAL INFORMATION

Entry, Registration, Parent Communication and Visits

- The school gates open at 8:15am.
- Pupils must use the pedestrian crossing controlled by the traffic lights at the James Street entrance.
- Parents are asked to drop the pupils off at the school gates unless the pupil requires disability access.
- Pupils enter and exit school via James Street entrance (at office) or via Main Foyer (at canteen)
- The school day begins with Registration every morning at 9:05am.
- Once in school, students should remain in school. Emergency appointments only. Parents should contact the school office in advance re: appointments or to collect their daughter in an emergency.
- All necessary communications between home and school should be made through the school office.
- Visitors to the school will be by appointment only.

Administration Procedures on the First Day of Return

- Issue of: Timetable, Stationery, Bus Passes, and the Student Planners. (Lost Student Planners can be replaced at a cost of £5.50).
- Biometric registration for use of Canteen. Registration for **IPAY IMPACT which replaces PAY 360** will take place in August and parents will be able to register to pay online.
- The **Sims Parent App** will be our main communication tool.

Voluntary Contributions

We appeal to you for your support in making the voluntary contribution towards the range and quality of education and extra-curricular services provided by Loreto Grammar School from which all pupils can benefit. For your convenience, direct debit or online payment via **IPAY IMPACT (from September 2023, replacing current PAY 360)** options available.

1 pupil - £70.00 / 2 pupils - £120.00 / 3 or more pupils - £150.00

If you have already made the contribution, we thank you sincerely for your support.

School Uniform - Pupils are expected to wear their full school uniform neatly, with dignity and pride.

Blazers are compulsory.

Skirts must be knee length.

Dark brown tights are compulsory (unless medical exemption applies)

Following the high temperatures during the last term, a new, short sleeve summer blouse is being sourced, which can be worn with knee length socks in May / June. Tie / jumper will not be required with the new summer uniform.

If pupils choose to wear the standard long sleeve blouse in May / June, a tie will be required.

Shoes must be plain **dark** brown and must **not be canvas**.

Rainbow coloured hair, nail varnish and make-up are not permitted.

Facial piercings are not to be worn.

School scarf only.

The clip-on tie is available for all year groups.

Monitoring of Uniform will continue throughout the year.

Parents / Guardians are asked for full support, ensuring their daughter adheres to the uniform regulations.

Mobile Phones

Pupils' mobile phones are to remain switched off during the school day unless directed by a teacher for use in a curriculum subject area under the Bring Your Own Device to School Policy.

Mobile phones in use, other than under supervised class conditions and directed by staff, will be **confiscated**. Follow-up as per Positive Behaviour Management Policy will be implemented. There will be no facility to charge pupils' mobile phones in school.

Healthy Lifestyle

Pupils should not bring energy drinks such as Boost, BPM, Red Bull etc. to school because of the high caffeine content.

Parents may find the following information useful: <http://www.caffeineinformer.com/top-10-energy-drink-dangers>.