

Ballyhaunis Community School



Transition Year Admissions Policy

Ratified by the Board of Management on: _____

Signature: _____
(Chairperson of the Board of Management)

Commenced:	January 2025
Next review due:	January 2028

Ballyhaunis Community School is dedicated to providing an inclusive, equitable, and high-quality education for all students. Transition Year (TY) offers a unique opportunity for students to develop life skills, explore potential career paths, and engage in a wide range of academic, extracurricular, and social activities. This policy outlines the criteria and procedures for admission to the Transition Year Programme in Ballyhaunis Community School.

The Transition Year (TY) programme in Ballyhaunis Community School is an optional, non-compulsory year.

The maximum number of available places will be dependent upon staffing, facilities and resources and will be determined annually by the Board of Management.

Objective of the Transition Year Programme:

- To provide students with the opportunity to mature personally, socially, and academically.
- To facilitate a broad educational experience that encourages independent learning.
- To prepare students for the challenges of senior cycle and adulthood, fostering skills such as teamwork, problem-solving, critical thinking and subject sampling.

General Admission Criteria:

1. Eligibility:

- All students who have completed their Junior Certificate or equivalent (or are due to complete it) are eligible to apply for the TY programme.
- The programme is open to both male and female students.
- Priority will be given to students who are enrolled in the school, but students from other schools may also apply, subject to availability and the school's capacity.

2. Application Process:

Applications for admission to Transition Year are requested during the second school term, in conjunction with the Senior Cycle process.

In January a formal evening presentation will be delivered to parents/guardians of third year students interested in applying for a place on the programme. This will be delivered as part of a senior options week.

Students must submit an application form to the TY Programme Coordinator, the form includes:

- What the student hopes to gain from TY.
- What the student will give to TY.
- What the student's interests are.

- Ideas around work experience.
- Any other relevant information.
- Application form must be submitted within the specified deadline for applications.

Applicants must then attend an interview. This Interview will be conducted by the TY Programme Coordinator and at least 1 other members of the teaching staff.

3. Selection Criteria: The following factors will be considered in the selection process:

- **Application form and performance at interview.**
- **Age profile:** of the student may be taken into consideration.
- **Record of School attendance.**
- **Academic performance:** While the TY programme is not strictly based on academic results, the school will assess students' overall performance at Junior Cycle, with consideration given to effort, behaviour, and achievement.
- **Student's commitment to the programme:** TY places a high value on motivation and willingness to engage with the full range of learning opportunities offered. This includes academics, work experience, extracurricular activities, and personal development.
- **Recommendation from teachers:** Teachers' input on a student's attitude to learning, attendance, and behavior will be considered.
- **Space availability:** In the event of the number of applications exceeding the number of available spaces in the programme, a waiting list may be applied, prioritising students who meet the application criteria.

4. Special Considerations:

- Given the DEIS status of Ballyhaunis Community School, priority may be given to students from socio-economically disadvantaged backgrounds, in line with DEIS goals to address inequality in educational outcomes.
- Additional supports (academic, social, or emotional) may be offered to students who may benefit from them, based on the school's assessment of needs.
- Students with special educational needs (SEN) will be considered on an individual basis, with reasonable accommodations made where possible to support full participation in the TY programme.

5. Retention of Students in TY:

- Students are expected to commit to the full year of Transition Year.
- If a student wishes to withdraw from the TY programme early, they will be required to meet with the TY coordinator and school management to discuss their reasons for leaving and explore alternatives.

6. Fee Structure:

- The school will provide a detailed breakdown of any associated fees with the TY programme. These may include costs for trips, activities, work experience, and materials. Efforts will be made to keep fees as affordable as possible, with possible financial support for families experiencing hardship.

7. Additional Considerations:

- TY students are important ambassadors for the school and are expected to uphold school rules at all activities.
- Students and parents must sign a contract of behaviour.
- An initial deposit is required on acceptance of a place in the TY programme.
- September is a probationary month on the TY programme.
- Two work experiences are organised by the student and verified and confirmed by the school. Ideally two different settings are recommended.

8. Conclusion:

Ballyhaunis Community School is committed to providing a supportive and engaging learning environment for all students. The Transition Year programme is a valuable experience designed to help students develop the skills, knowledge, and maturity required for success in senior cycle and beyond. Through careful selection and an inclusive approach, we aim to ensure that every student who participates in the TY programme is able to reach their full potential.

For further information please contact the school office or visit the school website.

9. Monitoring, Review & Evaluation

This Admission Policy has been made available to school personnel, the parent's association and members of the school community. The implementation of the policy shall be monitored by the Principal and updates reported to the Board of Management when necessary. The Admission Policy forms part of the Whole School Plan; it is an active document and will be fully reviewed every three years. The next date for a full review is during the academic year 2028/2029.

Appendix 1 -TY Application Form 2025/26



Scoil Phobail Beal Atha h-Amhnais **BALLYHAUNIS COMMUNITY SCHOOL**

David McDonagh *Principal*
Orla Macken *Deputy Principal*
Patrick McGarry *Deputy Principal*

2025/26 Transition Year Application Form

Name :
Class :
E-mail :
Date of Birth :

1. Explain why you would like to pursue the Transition Year Programme.

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2. Explain how you have researched the Transition Year Programme.

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3. Where do you intend to get Work Experience?

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Knock Road, Ballyhaunis, Co. Mayo. F35RF63
Tel: 094 9630235
Website: www.ballyhauniscs.ie

4. What current TY student have you talked to in regard to what's involved in TY?

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5. Explain why you would be a good addition to TY?

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6. Any other relevant information? (Use an additional page if required)

Signed:

Parent/Guardian

Student