What happens when there are too many applications and too few places?

In some years the number of applications for enrolment at the College has exceeded the number of places available. The Integration Agreement states that, in these circumstances, "preference...shall be given to those pupils with parents who have a particular family, religious or philosophic sympathy with the special character of the College..." This means that Board of Proprietors must identify which students are "preference" students and submit their names to the Board of Trustees, who then must implement a Ministry approved enrolment scheme (apart from brothers and sons of board members, most go into a ballot) to determine final places.

It is important that we have enough information to make that process as fair as possible. There are at least 6 categories to take into account in order to determine whether you are enrolling your child as a preference or non-preference enrolment. We ask that you complete the accompanying form and submit it along with the enrolment application.

• Family

Family Association: Boys with brothers attending, or fathers who attended McGlashan, should have this made clear. Other family connections should be spelt out also. For example, a boy might have had a grandfather who attended.

• Religious

Christian Affinity: Here we look for involvement in a Christian church or stance in relation to Christian teachings and values. Where this is significant, a letter from a minister or church elder confirming it could be helpful.

• Philosophic

Citizenship and Attitude: This refers to the extent to which applicants meet expectations relating to the school's core value and beliefs. We may contact the principal of each boy's previous school and ask him/her about attitude, commitment and willingness to participate in the life of the school.

• Most recent report

We will also take this into account and would be grateful if you would include it, or a copy of it, with the application.

• Parental Involvement

This provides an opportunity to include any other information about previous involvement with schools or education that parents may have had. Membership of a Board of Trustees, for instance, or involvement in a Parent Teacher Association or similar voluntary work in schools or other organisations could be included.

• Other

Parents should mention anything else that may be relevant, or which they would like the selection committee to take into account. Letters of support could be included with the application.

Please explain to your son that the ballot process really makes this a matter of luck and that the final outcome, whatever it may be, is not a reflection on him or on his abilities.