



Saint Mary's Aughlisnafin

Admissions Policy

Reviewed – May 2022

Open enrolment policy

Under the open enrolment arrangements, (the Education (NI) Order 1997 refers) there is a statutory requirement that all schools must admit pupils up to an approved admissions number and within an overall enrolment number. These numbers are determined by the Department in consultation with the Education Authority (EA), the Council for Catholic Maintained Schools (CCMS) as appropriate, and Boards of Governors of schools and are based on the physical capacity of the school.

Parental preference

Parents are able to express a preference for the schools they wish their child to attend. However, parental preference is not absolute but is constrained by the physical capacity of the school, because if popular schools were allowed to grow, there would be significant additional costs to meet their accommodation needs, and inefficiency through the reduction in numbers attending other schools with places available.

Admissions criteria

Schools must publish the admissions criteria which will be used to select pupils if there are more applicants than places. Parents whose children are unable to gain a place in the school of their choice can appeal to an independent appeal tribunal. That appeal can, however, only be on the basis that the school had not applied, or not correctly applied, the criteria which it used to select pupils. Decisions of appeal tribunals are binding on all parties, ie the school, the EA and the Department.

Limitation on enrolments

The present policy is that enrolment and admission numbers will not be increased simply to cater for the number of pupils applying, ie popular schools are not allowed to expand if there are surplus places elsewhere. To do so would lead to a further significant increase in the size of the grammar school sector and some popular secondary schools. It would also involve additional capital expenditure at a time when there is ample accommodation available in the post primary sector generally. It would, therefore, be very difficult to regard this as a priority for limited capital resources. The only exception to this rule is where there is a clear shortage of school places within a sector in any given area.

The Board of Governors draws up the admissions criteria and delegates to an Admissions Sub-Committee, which includes the Principal, the responsibility for applying these criteria.

ADMISSIONS CRITERIA

During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered. The application procedure opened on 10 January 2022 at 12noon (GMT) and an application submitted by the closing date of 28 January 2022 at 12noon (GMT) was treated as a punctual application.

An application received after 12noon (GMT) on 28 January 2022 was treated as a late application. Children who are not of compulsory school age will only be selected for admission after all children of compulsory school age have been allocated a place.

Applicants should note that they may be required to produce documents verifying their address. In selecting children for admission, children resident in Northern Ireland at the time of their proposed admission will be selected for admission to the school before any child not so resident.

The following criteria will be applied in the order set down by the Board of Governors in selecting children for admission to Y1 in the 2021/2022 school year.

- 1 Children who have St Mary's PS Aughlisnafin as first preference.
- 2 Children of compulsory school age who reside in the parish of Kilmegan.
- 3 Children of compulsory school age who have a brother/sister, half brother/sister who will be enrolled in the school as at 1 September 2022.
- 4 Children of compulsory school age from other parishes.
- 5 Children on the basis of the closeness of the home to the school as measured by walking distance on Google Maps.

Where 2 or more children live equidistant from the school final selection will be by lot. Reception Children aged four but who have not attained the lower limit of compulsory school age may be admitted to the Reception/Year One class on the basis of eldest first. Where 2 or more children have the same date of birth criteria above for Year 1 Intake will be applied.

DUTY TO VERIFY

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any 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.

WAITING LIST POLICY

This Policy is available from the school. Applications for admission to Y1 after the beginning of the school year. Criteria as above. Y2-Y7 Intake Criteria 1-7 as above excluding reference to compulsory school age.

CONTACT DETAILS

Contact 02843778460 or email cmurphy699@c2ken.net to book a tour of the school if you are considering applying for St. Mary's Aughlisnafin.

ADMISSION FOR DEFERRED CHILDREN – STAGE 2 OF THE PRE-SCHOOL ADMISSIONS PROCESS - SEPTEMBER 2022

GUIDANCE FOR NURSERY SCHOOLS, NURSERY UNITS, VOLUNTARY AND PRIVATE PROVIDERS WITHIN THE PRE-SCHOOL EDUCATION PROGRAMME (PSEP) FOR THE SCHOOL YEAR 2022/2023

Introduction

1. On Monday 28 February 2022, the Northern Ireland Assembly passed the School Age Bill, which will allow the parents/guardians of Young for Year children to defer the start of pre-school and/or primary school for their child for one year.
2. On 15 March 2022, the Education Authority (EA) wrote to all parents/guardians who had applied for a P1 or pre-school place for their child during the admissions process, setting out the process for deferral and providing advice and guidance for those eligible who wished to defer their child's entry to P1 or pre-school until September 2023. Parents who decided to defer their child were also asked to confirm their withdrawal from the P1 or pre-school admissions process by 12 noon on 30 March 2022.

Deferral of Primary School

3. Parents/guardians of eligible children who have deferred P1 (children born on or between 1 April and 1 July 2018, or who were due to be born after 1 April 2018 but were born earlier) are permitted to apply for a further year of government funded pre-school education at a voluntary/private pre-school provider participating in the PSEP or a nursery school or nursery unit, where places remain available, during Stage 2 of the pre-school admissions process. Applications cannot be made until their P1 application has been withdrawn and Stage 2 commences on 28 April 2022.
4. Parents/guardians of deferring children have been advised that they will only be able to apply to pre-schools that have funded places available in Stage 2

(like all parents/guardians who will be applying for a place in Stage 2). They are also aware that there is no guarantee of a funded pre-school place for 2022/23, however, the Department is conscious that children who are deferring P1 in September 2022 did not have the opportunity to defer pre-school and will be monitoring applications very closely.

Deferral of Pre-School

5. The practical application of the provisions of the School Age legislation, once it receives Royal Assent, is that children born between 1 April and 1 July 2019, or who were due to be born after 1 April 2019 but were born earlier, are eligible to defer pre-school for September 2022. Parents/guardians of eligible children who wanted them to defer were asked to confirm their withdrawal from the pre-school admissions process and their intention to defer pre-school by 12 noon on 30 March 2022. These children will be able to apply for pre-school as a target age child for September 2023.

6. A small number of parents/guardians who have deferred their child's entry to pre-school may decide to reapply at Stage 2 of the current pre-school admissions process for an underage (penultimate pre-school age) place for their child. Such applications cannot be made until their target age pre-school application has been withdrawn and Stage 2 commences on 28 April 2022. These children will be treated as underage children in their penultimate pre-school year as per the Department of Education (DE) timetable and will be treated as late applications i.e. received after 28 January 2022. The children will be clearly indicated by the EA as such. As with all children in their penultimate pre-school year, parents/guardians may only apply to a statutory nursery school or nursery unit for a funded place for these children.

Guidance

7. The purpose of this guidance is to advise all pre-school providers on the order and method they should utilise in applying their published admissions criteria in Stage 2 of the current admissions process, should they have places remaining after the admission of target age children in line with DE's admissions timetable dates as published.
8. The arrangements set out in this guidance apply to pre-school admissions for the 2022/23 school year only. Further guidance will be provided on admissions for 2023/24.
9. For the purpose of the 2022 admissions process, the Department will not insist that pre-school providers request an amendment to their published admissions criteria in respect of children who have deferred; pre-school providers should instead adhere to this Guidance.

Order of selection

10. A **pre-school (target) application** form for a child whose parent has deferred their child from starting primary school in September 2022 should be considered on-time if it is submitted between 28 April 2022 and 4pm on 12 May 2022.

A **pre-school (penultimate) application** form for a child whose parent has deferred their child from starting pre-school (target) in September 2022 should be considered late if it is submitted between 28 April 2022 and 4pm on 6 May 2022.

11. For Stage 2 of the pre-school admissions process, all providers are advised to consider on-time applications in respect of children who have deferred primary school entry after those of on-time target age children, and for statutory providers only, before on-time penultimate aged children, within the dates set out in the published timetable.

12. Settings must therefore apply their published admissions criteria to each group in turn, as follows:

1. **Target aged children** [children born on or between 2 July 2018 and 1 July 2019]; then
2. **Children deferring primary school** [children born on or between 1 April and 1 July 2018 (inclusive) or who were due to be born on or after 1 April 2018 but were born earlier, who have withdrawn from the P1 admissions process for 2022/2023]; then
3. **Penultimate aged children** [children born on or between 2 July 2019 and 1 July 2020, and children who have deferred pre-school (children born on or between 1 April and 1 July 2019 (inclusive) or who were due to be born on or after 1 April 2019 but were born earlier and who have deferred pre-school)]. **This applies to statutory settings only.**

and who at the time of their proposed admission do not have a place at any other funded pre-school setting

Permitted adjustments to published criteria

13. Pre-school settings should apply their published admissions criteria in the usual way. Where a setting utilises different criteria for target aged and penultimate aged applications, the target age criteria should be applied in respect of applications for children deferring primary school. The penultimate aged criteria will be applied in respect of applications for children deferring pre-school but applying instead for a penultimate pre-school age place.

14. Settings may disregard their Socially Disadvantaged Circumstances criteria in respect of children deferring primary school only, as evidence in relation to this will not be available to them.

15. Settings may disregard reference to the year of birth in respect of deferred children only, where this appears in their admissions criteria.
16. Deferring children will have been required to withdraw from the primary school (or pre-school) admissions process before being permitted to apply for a pre-school (or penultimate pre-school) place.
17. Children who are applying on the basis that they were due to be born after 1 April but were born earlier will have submitted appropriate medical evidence to the EA and pre-school settings are not required to verify this information separately.
18. As noted above, this communication provides pre-school settings with authority to apply the guidance therein. There is no need for pre-school providers to request an amendment to their published admissions criteria as a result of this guidance.