

### **RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND PRINCIPAL IN RELATION TO ADMISSIONS**

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 opens on 10 January 2023 at 12noon (GMT) and an application submitted by the closing date of 27 January 2023 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 27 January 2023 and up to 4 pm on 31 January 2023 will be treated as a late application, this is also the last date and time for processing a change of preference in exceptional circumstances. After 4 pm on 31 January 2023 no applications will be processed until after the close of procedure on 27 April 2023. 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.

Priority will be given to children who will have attained compulsory school age at the time of their proposed admission, including those children whose parents deferred their admission to primary school in September 2022 as defined by the new School Age (NI) Act (both groups to be treated equally).

Priority will be given to children resident in Northern Ireland at the time of their proposed admission to the school before those who are not so resident.

### **Year 1 Intake**

**NB: 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 2023/2024 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 2023.
- 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.

<b>APPLICATIONS AND ADMISSIONS TO RECEPTION AND PRIMARY 1</b>				
<b>Year</b>	<b>Total Reception Applications</b>	<b>Total Reception Admissions</b>	<b>Total Primary 1 Applications</b>	<b>Total primary 1 Admissions</b>
<b>2020/2021</b>	9	9	4	4
<b>2021/2022</b>	4	4	10	10
<b>2022/2023</b>	11	11	6	6

Contact 02843778460 or email [cmurphy699@c2ken.net](mailto:cmurphy699@c2ken.net) to book a tour of the school. Our open morning is Monday 28<sup>th</sup> November between 9.15am and 10.30am but we are happy to arrange alternate viewing times.