

Newbuildings Primary School
83 Victoria Road
Newbuildings
BT47 2RL

Controlled Primary School

Enrolment No: 210
Admissions No: 30

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ACTING PRINCIPAL: Mrs. R Walsh
CHAIR OF BOARD OF GOVERNORS: Mr. P Mackey

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 a selection Committee consisting of the Acting principal subject to the final approval of the Board of Governors. The Selection Committee will annually review the admissions criteria. Any reference herein to the term the Board of Governors includes any Sub-Committee appointed by the Board of Governors for the purposes of applying the admissions criteria.

When considering which children should be selected for admission, the Management Committee will only consider information which is detailed on or attached to the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application form or attached to it.

Priority will be given to children who will have attained compulsory school age at the time of their proposed admission, based on written or other evidence supplied by the parents/guardians and statutory agencies as having exceptional circumstances (i.e., medical, social or security reasons). including those children whose parents deferred their admission to primary school in September 2023 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.

ADMISSIONS CRITERIA – YEAR 1

During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered. The application procedure opens on 9 January 2024 at 12noon (GMT), and an application submitted by the closing date of 26 January 2024 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 26 January 2024 and up to 4 pm on 31 January 2024 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 2024 no applications will be processed until after the close of procedure on 25 April 2024.

1. Children who have a brother/sister, (half-brother/half-sister, foster brother/foster sister/stepbrother/stepsister) or children of compulsory school age who have * “other children of the family” with the same addresses who are presently enrolled in the school at the date of application.
2. Children who are a Looked After Child (LAC)
3. Children of compulsory school age residing in other areas.

In the event of being over-subscribed in the last criterion that can be applied, selection for the available places will be based on rank order of age (eldest first). Eldest child will also cover where a child is more than 7 years younger than their next eldest sibling; cases where the eldest sibling is not eligible to attend mainstream school (for example they may attend a special school or cases where a family has moved residence).

Admissions criteria for entry September 2024

In the event of two or more children having the same date of birth, selection will then be Random Selection of letters:

Children will be selected for admission based on initial letter(s) of surname (as entered on Birth Certificate) in the order set out below:

A K D Z O H E B P F Y Q M L Mc C U I S W R G Mac V T J X N

The order was determined by a randomized selection of letters conducted by the governors of the school at a meeting on 06/11/2023.

In the event of surnames beginning with the same letter the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initial of the forenames will be used.

Where the number of late applications after the beginning of the school year is more than the number of vacant places available, then the same criteria will apply.

YEAR 1 ADMISSIONS – AFTER THE BEGINNING OF THE SCHOOL YEAR

Children who apply to enter the school during the academic year will be considered using the same criteria as for Year 1.

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

Should a vacancy arise after 25 April 2024 all applicants for admission to Year 1 that were initially refused, new applications, late applications and applications where added information has been provided will be treated equally and published criteria applied. This waiting list will be in place until 28 June 2024.

The school will contact you in writing and/or by telephone if your child gains a place in the school by this method.

Your child's name will be added automatically to this waiting list. Please write to the school if you wish your child's name to be removed from this list.

ADMISSIONS CRITERIA – YEARS 2-7

For pupils seeking admission to Years 2-7, criteria 1 and 2 will be applied as for Year 1, if their admission would not, in the opinion of the Board of Governors, prejudice the efficient use of the school's resources.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2021/2022	26	26
2022/2023	26	26
2023/2024	23	23

*** Inclusion of “Other children of the family” refers to:**

- a child born to a married couple or to a couple in a civil partnership
- a child born to a co-habiting couple
- a child born to a single parent
- a child of either/any of those people by a previous marriage, civil partnership, or relationship
- a child living with a couple who has been treated as a “child of the family” whether there is a marriage or a civil partnership or not
- a child living with an individual, who has been treated as a “child of the family”
- an adopted or fostered child
- a situation where for example an orphaned cousin is being brought up with a family or individual