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| **Magherafelt Primary School**  **32 Castledawson Road**  **Magherafelt**  **BT45 6PA**  **Telephone No: (028) 7963 2822**  **Email:** [**info@magherafeltps.magherafelt.ni.sch.uk**](mailto:info@magherafeltps.magherafelt.ni.sch.uk)  **Website:** [**www.magherafeltps.com**](http://www.magherafeltps.com/) | **Controlled Primary School**  **Enrolment Number: 290**  **Admissions Number: 41**  **PRINCIPAL: Mr I Somerville CHAIR OF BOARD OF GOVERNORS: Rev Dr J Curry** |

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

The Principal will be responsible for the oversight of the school’s admission policy, in consultation with the Board of Governors if required.

**When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on the application or provided directly to the school.** Parents should therefore ensure that all information pertaining to their child and relevant to the school’s admissions criteria is stated on the application or provided directly to the school.

# 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.

# Admissions criteria to be used in the event of the school being oversubscribed. The criteria are listed in order of priority.

A child seeking admission must be of compulsory school age. Due to the new School Age (NI) Act which became law in Northern Ireland on 28 April 2022, ‘compulsory school age’ will also now include those children who deferred commencing Primary 1 in September 2022 within the date of birth parameters as set out in the School age bill as follows:-

*Children born on or between****1 April 2018 and 1 July 2018****.  Any child**who**was born before 1 April 2018 but who was due to be born****on or after 1 April 2018****if born at term****.***

**NB:        Both ‘deferred September 2022’ and ‘compulsory school age children September**

**2023’ are to be considered equally.**

In the event of the number of such children seeking admission being greater than the Admissions Number, priority of admission will be given in the following order:

1. To a child whose brother or sister attends the school.
2. To a child whose older sibling\* living at the same residence previously attended Magherafelt Primary School (minimum 1 year attendance). Verification will be sought.
3. To a child who has a parent or grandparent on the teaching, auxiliary or ancillary staff of the school.
4. To a child who lives nearest to the school as decided by a straight line digital measurement using the postcode address of their normal residence to the postcode address of Magherafelt Primary School. Magherafelt Primary School will use the Northern Ireland portal for Geographical Information (GI) decision making tool, Spatial NI, to determine distances.

\*Sibling includes brother/sister/half-brother/half-sister.

# 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. The provision of false or incorrect information or the failure to provide information within the deadlines set by primary schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant’s application.

# WAITING LIST POLICY

The school does not currently maintain a Waiting List.

Pupils will be admitted to Year One following the beginning of the school year, in order of application, provided that such admission does not cause the school to exceed either the admission number or the enrolment number. In addition no class will exceed the statutory maximum of 30 pupils.

# ADMISSION TO P2 – P7

* 1. To a child whose brother or sister attends the school.
  2. To a child whose older sibling\* living at the same residence previously attended Magherafelt Primary School (minimum 1 year attendance). Verification will be sought.
  3. To a child who has a parent or grandparent on the teaching, auxiliary or ancillary staff of the school.
  4. To a child who lives nearest to the school as decided by a straight line digital measurement using the postcode address of their normal residence to the postcode address of Magherafelt Primary School. Magherafelt Primary School will use the Northern Ireland portal for Geographical Information (GI) decision making tool, Spatial NI, to determine distances.

\*Sibling includes brother/sister/half-brother/half-sister.

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| **Applications and Admissions to Primary 1** | | |
| **Year** | **Total Applications** | **Total Admissions** |
| **2020/2021** | **30** | **30** |
| **2021/2022** | **26** | **26** |
| **2022/2023** | **31** | **31** |