

**Carniny Primary School**  
61 Old Cullybackey Road  
Ballymena  
BT43 5JR

**Controlled Primary School**

**Enrolment Number: 283**  
**Admissions Number: 40**

**Telephone No: (028) 2564 3814**  
**Email: [info@carninyps.ballymena.ni.sch.uk](mailto:info@carninyps.ballymena.ni.sch.uk)**  
**Website: [www.carninyprimary.co.uk](http://www.carninyprimary.co.uk)**

**PRINCIPAL: Mr C R Ross**  
**CHAIR OF BOARD OF GOVERNORS: Dr S Russell**

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

The Board of Governors draws up the criteria and together with the Principal have the responsibility of applying the criteria.

When selecting which children should be selected for admission, the Board of Governors will only take into account 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.

**The Open Night for all prospective pupils and their parents is scheduled for Monday 11 December 2017 at 6.30pm.**

## **ADMISSIONS CRITERIA**

**Admissions criteria to be used in the event of the school being oversubscribed.**

Should the number of applicants exceed the number of places available the following admissions criteria will be applied in the order set out:-

1. Children who have a sibling currently attending Carniny PS.
2. Children whose sibling previously attended (name/dates attended must be given on the application form).
3. Children whose home address is closest to Carniny PS (as measured by OSNI Maps).
4. Where two or more children live the same distance from school, final selection will be on the basis of alphabetical order of the child's name (as entered on the birth certificate). Firstly consideration will be given to the surname. Thereafter, if two children have the same surname the alphabetical order of the first forename will be the deciding factor.

## **DUTY TO VERIFY**

The Board of Governors reserves the right to request such evidence which they determine necessary to support or verify information on the application form.

The provision of false or incorrect information or the failure to provide information within the deadline provided can result in the withdrawal of a place/inability of the school to offer a place.

## **WAITING LIST POLICY**

Should a vacancy arise after the Open Enrolment Primary Admissions concludes, all applications for admissions to Primary 1 that were initially refused, new applications, late applications and applications where new information has been provided will be treated equally and the above criteria applied to select pupils from our Waiting List. This Waiting List, which can be accessed from the school office, will be in place until 30 June 2019.

## **ADMISSION TO P2 – P7**

Applications are welcome for children in Years 2-7.

If the school is oversubscribed the children will be placed on the Waiting List. Should a vacancy arise children

## Admissions criteria for entry September 2018

will be admitted if they meet the Admissions Criteria for Years 2-7.

The following criteria are listed in order of priority and with the exception of No. 3 will be applied by the Principal on behalf of the Board of Governors.

1. The acceptance of pupil(s) for enrolment in P2 - P7 classes must not impair the effective delivery of the NI Curriculum as organised for those pupils already enrolled in the year group to which the pupil(s) seeks admission.
2. The chronological order in which the written applications [AP1(R)] are received will be used as a criterion should there be several applications within a short period of time.
3. If the Principal in his professional judgement considers the application for admission to have special/mitigating circumstances (relating to either parents or pupil), the Board of Governors will be informed so that consultation with the EA, Department of Education and the relevant External Agencies can be initiated to ascertain what additional resources and/or special provision is required if the child is admitted.
4. Closest distance from Home to School as measured by OSNI Maps in the case of several applications being received at the same time.

<b>Applications and Admissions to Primary 1</b>		
<b>Year</b>	<b>Total Applications</b>	<b>Total Admissions</b>
2015/2016	45	44
2016/2017	39	38
2017/2018	38	33