

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
Website: www.carninyprimary.co.uk

PRINCIPAL: Mrs V Wylie
CHAIR OF BOARD OF GOVERNORS: Mr D Fulton

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 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/Guardians 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 first preference school. Examples of such information include whether the child has brothers/sisters attending the school, or is the eldest child in the family.

The Open Night for all prospective pupils and their parents is scheduled to take place on Monday 4th December 2023 between 5.30pm and 7.00pm.

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 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.

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 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 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 Primary School.
2. Children whose home address is closest to Carniny Primary School (as measured by OSNI Maps).
3. If, after the implementation of each of 1 and 2 there remain more applications than there are places available, then the following random selection process as determined by the Board of Governors and overseen by the Admissions Panel shall be applied to determine the remaining applications to be accepted:
 - each application to be considered at this stage is allocated a random number generated electronically;
 - the applications are then ranked in order of the random number, with higher numbers having precedence.

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.

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.

Birth Certificates are required for all applicants and must be provided to the first preference school. Any other documentation in support of your application should also be provided directly to the school.

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 2025.

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 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 her 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.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2021/2022	46	45
2022/2023	30	30
2023/2024	44	44