

BALLYCASTLE INTEGRATED PRIMARY SCHOOL
43 Quay Road
Ballycastle
BT54 6BJ

Controlled Integrated Primary School

Enrolment No: 158

Admission No: 23

Telephone: 028 2076 2496

Email: devans556@c2kni.net

Website: www.ballycastleintegrated.com

PRINCIPAL: Mrs D Evans BA Hons MSc

CHAIR OF THE BOARD OF GOVERNORS: Dr G Brown

DETAILS OF THE RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND THE PRINCIPAL IN RELATION TO ADMISSION TO THE SCHOOL

The Board of Governors will formulate / review the Admissions Criteria and having delegated to the Principal the task of administering the criteria are to be informed of the outcome of the process.

As an Integrated Primary School, a key purpose of the school is to educate together children of different religious traditions while mindful of the Christian values of the school. Parents who wish to find out more about the integrated ethos within the school can do so by contacting the school and asking for further information.

Parents/guardians seeking admission for their child/children must complete our School Information Form which is available from the school office and Education Authority's online application form. A receipt will be issued within 10 days of the date the School Information Form is received. If you do not receive a receipt, please contact the school. A check sheet is available from the school to assist parents with the completion of the application form and must be returned to the school no later than 12 noon on Friday 8 February 2019. The information provided on these forms will be used to decide which children should be admitted in the event of over-subscription.

In applying the admissions criteria, the Board of Governors will strive to ensure an intake that is as close as possible to a ratio of 40% Catholic category, 40% Protestant category and 20% other world religions and children of no religious affiliation category.

In the event of over-subscription applications will be considered in relation to the above categories. If no School Information Form has been received by the school or religious affiliation is not stated on the form the child will be placed in the 'other' category.

If any category is under-subscribed all children who fit into this category will be admitted. The remaining places will be distributed proportionately amongst the remaining categories. The criteria set out below will be applied to any category that remains oversubscribed.

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form.

Provision of false or incorrect information or the failure to provide information within the deadlines set by Ballycastle Integrated P.S. can result in the withdrawal of a place and the inability to offer a place on the part of our school.

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

1. Children who are compulsory school age and who are resident in Northern Ireland at the time of their proposed admission.
2. Children who, at the time of their application, have a child of the family currently enrolled at the school.
3. Children of parents who state a clear preference for their child to attend an Integrated School i.e. Ballycastle Integrated is the nearest suitable school.
4. Children who, at the time of their application, are enrolled in Ballycastle Integrated Nursery Unit.

Admissions criteria for entry September 2019

- At the time of their application, children whose parental home is the shortest distance to the front gate of the school as measured by Google Maps.
- Children will be selected for admission on the basis of initial letter of surname as entered on birth certificate in the order set out below:

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

This order was determined by a randomised selection of letters.

In the event of surnames beginning with the same initial 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 initials of the forenames will be used. Should two children with identical forenames and surnames need to be prioritised then the applications will be numbered in the order in which they were received and lots drawn to determine who is allocated the place.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on the online application form or that has been handed into the school no later than 12 noon on Friday 8 February 2019. 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 left into the school by the above deadline.

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 form.

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

The school's policy on the consideration of applications after the Open Enrolment Admissions procedure concludes on 9th May 2019 is available directly from the school or can be accessed on our school website at www.ballycastleintegrated.com

Should a vacancy arise, the above criteria will be applied to select pupils from our waiting list.

ADMISSIONS TO P2-P7

Pupils may be admitted to P2-P7 provided their admission does not lead to the enrolment number being exceeded. The admissions criteria for P2-P7 is available on the school website.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2016/2017	28*	27*
2017/2018	29	29
2018/2019	16	17

* This total does not include children admitted to the school with a statement of special educational needs.