

Orritor Primary School
249 Orritor Road
Cookstown
BT80 9NE

Controlled Primary School

Enrolment Number: 203
Admissions Number: 28

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PRINCIPAL: Mr A Frizzell BA, PGCE, MEd
CHAIR OF BOARD OF GOVERNORS: Mr W Mayne

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 the Principal, the responsibility for applying these criteria. Any reference herein to the term the Board of Governors includes the Principal appointed by the Board of Governors for the purposes of applying the admissions criteria.

OPEN AFTERNOONS: Wednesday 16th and Thursday 17th November 2022.

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.

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 2022 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.

Priority will be given to school-age children - children who have or who will have attained the lower limit of compulsory school age; and children born on or between 1 April 2018 and 1 July 2018 (inclusive) and children born before 1 April 2018 but with a due date on or after 1 April 2018 whose parents deferred their admission to primary school in September 2022

ADMISSIONS CRITERIA

Please note: The indication of a preference for this school is an acknowledgement that parents accept and agree to abide by, the philosophy, ethos, policies and discipline procedures of the school.

The Principal will apply the following criteria in the order indicated to identify which children should be admitted, either at initial admission to education P1, or on transfer from another school.

1. Children who are presently or were previously enrolled in Orritor Primary School Nursery Unit.
2. Children who will have brothers or sisters in attendance in the school during the 2023/2024 school year.
3. Children whose brothers and sisters previously attended the school.
4. Children for whom the school is the controlled primary school nearest their home, determined using Google Maps.
5. Children with special circumstances (social, medical or other problems) that necessitate admission to Orritor Primary School rather than any other primary school. The special circumstances must be made known at the time of application, preferably in writing, and should be personal to the child and must be supported by independent and appropriate documentation, providing evidence of the

Admissions criteria for entry 2023

circumstances being described as being exceptional. The Board of Governors reserves the right to seek confirmation of the special circumstances from a statutory body.

Tie Breaker

- (i) The remaining places will be allocated on the basis of priority being given to those living nearest to the school. Distance will be measured as ‘the crow flies’ using Google Maps measurement tool. If 2 or more children live the same distance from the school, priority will be given on the basis of the initial letter and each letter thereafter of the child’s surname, as given on the child’s birth certificate. In the event of two identical surnames, the random selection order will be used on the initial letter of the child’s forename and each letter thereafter. The letters given below will change each year and are generated using an alphabet generator online.

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

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.

To enable the Board of Governors to verify addresses, all applicants **may** be required to provide **any two of the following four documents**:

- a) a bank or building society statement which shows the address at which the child is resident;
- b) a utility bill (e.g. electricity, gas, Television License, telephone) which shows the address at which the child is resident;
- c) a letter awarding Child Benefit to the child or another letter relating to this benefit;
- d) the child’s Medical Card.

Do not send in with the original application – parents will be informed if and when required. This is in addition to the standard requirement to provide a Birth Certificate in order to verify the age of the child.

WAITING LIST POLICY

In the event of the school being oversubscribed, a waiting list will operate. Should a place become vacant after the beginning of the school year, priority will be given to;

- Children who applied to the school in the first instance and been unsuccessful due to admission numbers having been filled.

The normal criteria and sub criteria will then be used to prioritise these admissions.

ADMISSION TO P2 – P7

Admission to P2 to P7 is subject to the enrolment number not being exceeded and to any admission not being prejudicial to the efficient use of resources.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2020/2021	30	30
2021/2022	25	24
2022/2023	29	29

