

St Conor's Primary School
109 Brookmount Road
Omagh
BT78 5JQ

Maintained Primary School

Enrolment No: 408
Admissions No: 58

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PRINCIPAL: Mrs Katrina McGettigan
CHAIR OF BOARD OF GOVERNORS: Mr Michael Drumm

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

The Board of Governors has delegated to an Admissions Sub-Committee the task of selecting pupils for admission. The Sub-Committee consists of the Principal and two other Governors.

ADMISSIONS CRITERIA – YEAR 1

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 2025 at 12noon (GMT)** and an application submitted by the closing date of **24 January 2025 at 12noon (GMT)** will be treated as a punctual application. An application received after 12noon (GMT) on **24 January 2025 and up to 4 pm on 29 January 2025** 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 **29 January 2025** no applications will be processed until after the close of procedure on **9 April 2025**.

Priority shall be given to children resident in Northern Ireland.

Compulsory School Age

Only 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 2024 as defined by the new School Age (NI) Act (both groups to be treated equally) will be admitted to the school.

The following criteria will be applied in the order set down by the Board of Governors of St Conor's Primary School, Omagh in selecting children for admission to Year 1 in the event of the number of pupils applying for places being greater than the admissions number.

- 1 Children of compulsory age who have brothers, sisters, half-brothers, or half-sisters enrolled at the school at the time of application (including those children due to begin St Conor's Primary School/Nursery School on 1 September 2025)
- 2 Children of compulsory school age transferring from St Conor's Nursery Unit
- 3 Other children of compulsory age

In the event of over-subscription in the last criterion which can be applied then selection for all places remaining in this category will be based on the initial letter of the surname as per the birth certificate, in the revised order set out below:

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

The order was determined by a randomised selection of letters. In the event of surnames beginning with the same letter the subsequent letters of the surnames will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames as per the birth certificate will be used.

YEAR 1 ADMISSIONS – AFTER THE BEGINNING OF THE SCHOOL YEAR

The criteria for selecting pupils seeking admission to Year 1 after the beginning of the school year shall be the same as for Year 1, as outlined above. However, the school shall not cause or permit the number of registered pupils to exceed the school's admission number as determined by the Department of Education.

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.

WAITING LIST POLICY

Should a vacancy arise after placement letters have been issued, all applications for admission 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 published criteria applied. This waiting list will be in place until the end of the academic year. The school will contact parents in writing if a child gains a place in the school by this method. A child's name will be automatically added to the list. Parents should contact the school if they wish for their child to be removed from the list.

ADMISSIONS CRITERIA – YEARS 2 - 7

The following criteria will be applied in the order set down below to all pupils seeking admission to Years 2 to 7. However, the school shall not cause or permit the number of registered pupils to exceed the school's admissions number as determined by the Department of Education.

- 1 Pupils for whom their admission would not, in the Board of Governors opinion, prejudice the efficient use of the school's resources.
- 2 Pupils for whom their admission would not, in the opinion of the Board of Governors, prejudice the provision of efficient education in the school.

In the event of there being more satisfying the last criteria which can be applied then the following sub-criteria shall be used:

- (a) Shortest walking distance between home and the school as determined by google maps.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2022/2023	50	50
2023/2024	52	52
2024/2025	50	50