

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

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## 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 7 January 2026 at 12noon (GMT) and an application submitted by the closing date of 21 January 2026 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 21 January 2026 and up to 4 pm on 26 January 2026 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 26 January 2026 no applications will be processed until after the close of procedure on 23 March 2026.

### Compulsory School Age

Any child who reaches their 4<sup>th</sup> Birthday on or before 1<sup>st</sup> July 2026 is of Compulsory School Age. Under the School Age (NI) Act which became law in Northern Ireland in April 2022, 'compulsory school age' also includes those children who deferred commencing Primary 1 in September 2025 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.

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, child of the family 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 2026)
- 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:

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

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 & ADMISSIONS TO PRIMARY 1

Year	Total Applications	Total Admissions
2023/2024	52	52
2024/2025	50	50
*2025/2026	57	57

*\*The Total Admissions for year 2025/2026 includes all P1 children admitted to the school including those who have a statement of special educational needs and/or may be attending SPiMS.  
(SPiMS = Specialist Provision in Mainstream School)*