

Euston Street Primary School
Euston Street
BELFAST
BT6 9AG

Controlled Primary School
Co-Educational

Enrolment Number: 359
Admissions Number: 51

Telephone No: 028 9045 7089

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Email: info@eustonstreet.belfast.ni.sch.uk

Website: www.eustonstreetps.co.uk

Principal: Mr J Armstrong B.Ed (Hons) M.Ed (Dis) PQH (NI)

Chair of Board of Governors: Mr M Young

Respective Functions of the Board of Governors and Principal in relation to Admissions

The Board of Governors has drawn up the school's admissions criteria and has delegated to the principal its function and responsibility in relation to the application of the criteria and the admission of pupils to the school.

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 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.

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.

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.

In the event of the school being oversubscribed the Board of Governors will admit pupils according to the criteria set out below.

The criteria will be applied in the order in which they are set down. When so applying the criteria, should the number of children who satisfy the requirement of any criterion exceed the number of places still available within the school's admissions number, the remaining criteria (i.e. those not yet applied) will be applied successively and in the order set down, to the group of children who satisfied the criterion which caused the number of places available to be exceeded, until all of the available places have been allocated.

1. Children with siblings/half siblings/step siblings currently attending Euston Street Primary School (Indicate name and Year Group)
2. Children who are enrolled during the 2024/25 school year at Euston Street Nursery Unit.
3. Children who, at the time of application, are the eldest or only child in the family to be eligible to apply for admission to the school.
4. Children whose permanent residence is the nearest walking distance using the home address on the application form. The address on the application form to the front entrance of the school as measured using maps.google.co.uk

Admissions criteria for entry September 2025

In the event of a tie, priority for final placement will be determined on nearest walking distance using the home address on the application form, to the front entrance of Euston Street Primary School BT6 9AG as measured using maps.google.co.uk

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.

The Governors request that all applicants provide the following documentation to the school by 4 pm on Wednesday 29 January 2025:

An original birth certificate for the child (either long or short)

Any **two** of the following to verify the child's home address:

- A recent bank or building society statement which shows the address at which the child is resident
- A recent utility bill (electricity, gas, television licence or phone) which shows the address at which the child is resident
- A recent letter awarding child benefit to the child or another recent letter relating to this benefit
- Electoral Identification
- Driving Licence for parent/ guardian showing the address at which the child is resident
- A recent payslip
- A recent mortgage or rental document
- A recent land/ property document

Recent documents are defined as being within the last 6 months, with the exception of mortgage or land property documents, where within the last year is accepted.

Waiting list Policy

Should a vacancy arise after Wednesday 9 April all applications for admission to Year 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 31st August 2025.

The school will contact you in writing if your child gains a place in the school by this method.

After 1 September parents should inform the school in writing if they wish their child's name to remain on or be placed on a waiting list. All children on the waiting list at the time of the vacancy will be treated equally and the published criteria applied. This waiting list will be in place until 30 June 2026.

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.

P2 – P7 Admissions Criteria available from school.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2022/23	50	50
2023/24	44	40
2024/25	44	43