

Lough View Integrated Primary School
63 Church Road
Castlereagh
BELFAST
BT6 9SA

Grant Maintained Integrated Primary School

Enrolment No: 406

Admission No: 60

Tel No: 028 9040 1347

E-mail: info@loughviewintegrated.belfast.ni.sch.uk

Website: www.loughviewintegrated.co.uk

PRINCIPAL: Mr S Spillane

CHAIR OF BOARD OF GOVERNORS: Mrs P Anderson

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

The Board of Governors draws up the admissions criteria and delegates to an Admissions Sub-Committee, which includes the Principal, the responsibility for applying these criteria.

Open Day

The school will have an Open Day on Friday 29 November 2024. There will be two sessions: 1.00pm-3.00pm and 3.00pm-5.00pm. Places must be booked by contacting the school office on the number above.

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 12 noon (GMT) and an application submitted by the closing date of 24 January 2025 at 12 noon (GMT) will be treated as a punctual application. An application received after 12 noon (GMT) on 24 January 2025 and up to 4pm 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 4pm 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

In accordance with the 1997 Education Northern Ireland Order (Section 16:4), Lough View School has been directed to select for admission all children resident in Northern Ireland at the time of their proposed admission to school before any child not so resident may be selected for admission.

Integrated Education Act (NI) 2022

We note the definition of an Integrated School as outlined in the Act and believe our criteria will allow us to successfully meet the definition.

As an integrated primary school, a key purpose of the school is to educate together children of different religious traditions. Parents can find out more about the integrated ethos of the school in the 'Statement of Principles' for Integrated Education, which is available from the admissions page of our school website.

In applying the admissions criteria, the Board of Governors will strive to ensure a balance of 40% Catholic, 40% Protestant and 20% Others (other world religions and children of no religious affiliation). In order to achieve this the school will:

- reserve a maximum of 20% of places for pupils other than Catholic and Protestant.
- allocate the remaining places to an equal number of Catholics and Protestants.

Admissions criteria for entry September 2025

- In the event of over-subscription in the Others category, the available places will be split equally between Catholics and Protestants.
- in the event of there being an odd number of excess places remaining from the 'Others' allocation, the additional places will be allocated to the category with the greater number of applicants:
- In the event of there being a shortfall of applicants in the Protestant or Catholic categories, then the balance of places will be allocated to the 'Others' category and then to the remaining category.

In the event of over subscription in any of the above categories of applicant, the following criteria will be used.

1. Children with a Child of the Family, **as defined by the Department of Education***, already enrolled at the school (Clearly state name, class and relationship)
2. Children transferring from Lough View Integrated Nursery Unit.
3. Children who are siblings of pupils formerly enrolled at the school. (Clearly state name and class)
4. Children for whom Lough View was their first preference.
5. Children who, at the date of their application, are the eldest child in their family eligible for admission. Twins will both be treated as the eldest child.
6. Children whose parent(s)/guardian(s) are presently permanent members of the school staff or are serving members of the Board of Governors.
7. All other children.

***DE Circular 2024/2025 issued October 2024 Annex 1 - Sibling**

In the event of oversubscription in the last criterion, which can be applied, the selection for places remaining in this last category will be on the basis of the initial letter of the surname in the order set out below. The surname used will be as registered on the birth certificate or as subsequently legally changed and documented.

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

The order was determined by a randomised selection of letters and is changed annually.

In the event of surnames beginning with the same letter, the subsequent letters of the surname will be used in alphabetical order. In the event of 2 identical surnames the alphabetical order of the initial letter of the first forename, as registered on the birth certificate, will be used. In the event of first forenames beginning with the same letter the subsequent letters of the forename will be used.

In the event of a double-barrelled surname the first surname will be used for purposes of selection.

IMPORTANT NOTES

It is the parent's responsibility to ensure that all information which is relevant to the admission criteria is included on the statutory application, **even if it is information already known to the school**. This includes uploading an original or certified copy of their child's Birth Certificate to the EA Admissions Portal.

Recording your child's perceived religious denomination is particularly important. Where parents fail to state their child's religious tradition or non-denomination, their application will be allocated to the category with most applicants in that particular year.

Admissions criteria for entry September 2025

To fulfil our admissions criteria, it is the responsibility of all parents/guardians to provide information regarding their child's perceived community background.

The religious affiliation/community background (Protestant, Catholic or Other/None) of a pupil will be determined by one of the following methods:

a) For parents/guardians applying for a place via the Education Authority's **online application** you will be prompted to and must select your child's religious affiliation when completing the form.

or

b) For parents/guardians applying using a **paper application** you must also complete our school Religious Affiliation Form/Pre-Enrolment Form which can be obtained from our school website or school office or you can provide alternative written confirmation to our school. Your Religious Affiliation Form/Pre-Enrolment Form/written confirmation of religion must be sent directly to our school by 4pm on Wednesday 29 January 2025.

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.

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 Board of Governors of an integrated school must use its best endeavours, in exercising its functions under the Education Orders, to ensure that the management, control and ethos of the school such as are likely to attract to the school reasonable numbers of both Protestant and Roman Catholic pupils. The collection and processing of information regarding the religious/perceived community background of children set out above is necessary in order for the Board of Governors of an integrated school to carry out its statutory functions and fulfil its public task.

Waiting List Policy

This Policy is available from the Admissions page on www.loughviewintegrated.co.uk

Applications for admission to Y1 after the beginning of the school year

Criteria as above.

Y2-Y7 Intake

Criteria as above.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2022/2023	78	60
2023/2024	65	60
2024/2025	72	60