

Good Shepherd Primary
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Waterside
Derry
BT47 6BW

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Maintained Primary School

Enrolment No: 408
Admissions No: 58

Principal: Mrs S McCafferty
BEd (Hons) MEd PQH NI

Chair of the Board of Governors: Mrs M Hegarty

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

The Admissions Criteria will be applied by an Admissions Committee consisting of the Principal and four Governors.

The following criteria will be applied to **children of compulsory school age only, including those who choose to defer in September 2023**, set down by the Board of Governors of Good Shepherd Primary School for selecting children for admission to the school, in the event of oversubscription. Priority will be given to children who normally reside in Northern Ireland.

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 9 January 2024 at 12noon (GMT) and an application submitted by the closing date of 26 January 2024 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 26 January 2024 and up to 4 pm on 31 January 2024 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 2024 no applications will be processed until after the close of procedure on 25 April 2024.

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 2023 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.

1. Children who have a brother(s)/sister(s), half-brother(s)/sister(s), step-brother(s)/sister(s) or legally adopted brother(s)/sister(s) presently enrolled in Good Shepherd Primary School and Nursery Unit. **Please state their name on your application form.**
2. Children whose parent(s)/guardian(s) reside in the Parishes of Glendermott or Ardmore (no order of preference applies).
3. Children transferring from Good Shepherd Nursery Unit.
4. Children who are 'Looked After Children.'
5. Other children.

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 on the basis of the initial letter of the surname as per the birth certificate, in the order set out below, this order having been determined by a randomized selection:-

C P O' K N I Y V G M J Q W L Mac E A T U Mc R D B O X S H Z F

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 two identical surnames the alphabetical order of the initials of the forenames will be used as indicated on the birth certificate.

YEAR 1 ADMISSIONS – AFTER THE BEGINNING OF THE SCHOOL YEAR

Children who apply to enter the school during the academic year will be considered using the same criteria as for Year 1.

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 the Open Enrolment Admissions procedure concludes, all applications for admission to Primary 1 for September 2024 that were initially unsuccessful will be automatically added to our waiting list and the published criteria applied. The waiting list will remain in place until June 2024. The school will contact parents/guardians if a place becomes available. Parents/Guardians are asked to contact the school if you wish for your child's name to be removed from the list.

The 'School's Waiting List Policy' on the consideration of applications after the Open Enrolment Admissions procedure concludes, is available directly from the school, or can be accessed on our school website. Should a vacancy arise, the above criteria will be applied in order to select pupils.

ADMISSIONS CRITERIA –YEARS 2-7

Subject to the proviso that the enrolment of a child will not cause the enrolment number to be exceeded, the Board of Governors have agreed that the following Admissions Criteria shall apply for entry into Years 2-7.

1. The enrolment of a child will not prejudice the efficient use of the school's resources.

If there are more applicants than available places, then the Admissions Criteria for Year 1 will be applied.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2021/2022	44	44
2022/2023	62	60
2023/2024	56	55