|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **H,,;’’Our Lady Queen Of Peace Primary School** | | **Maintained Primary School** | | |
| **1 Cherry Road** | | |  | |
| **Upper Dunmurry Lane** | | | | **Enrolment No. 348** |
| **Belfast** | | | | **Admissions No. 50** |
| **BT17 0RW** |  | | | |
|  | **Principal: Miss N Dougan LL.B, ACIM, DipM, B.A, PGCE, PQH(NI), MEd.** | | | |
| **Telephone: 028 9061 3050** | **Chair of Board of Governors: Rev Fr Rory Sheehan** | | | |

***Respective Functions of the Board of Governors***

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.

***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 7 January 2021 at 12noon** (GMT) and an application submitted by the **closing date of 29 January 2021 at 12noon** (GMT) will be treated as a punctual application.   An application received after 12noon (GMT) on 29 January 2021 will be treated as a late application.

The following criteria will be applied by the Board of Governors in the order of 1 – 6 as set out below.

1. Children residing in the Parish of Our Lady Queen of Peace.
2. Children who will have an older brother/sister, half-brother/sister enrolled in the school.
3. Children whose parent/carer is a permanent employee of the Primary or Nursery (at date of application).
4. Children who have attended Our Lady Queen of Peace Nursery Unit.
5. Children living outside the parish of Our Lady Queen of Peace.
6. On the basis of initial letter of the surname in the order set out below:

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

( Letters randomly generated on 23/10/2020)

The order was determined by a random selection of letters of the alphabet and will change each year.

In the event of surnames beginning with the same initial letter the subsequent letters of the surnames will be used in alphabetical order. In the event of identical surnames, the alphabetical order of the forenames will be used. In the event of identical surname and identical forename then the oldest child will be selected.

***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.***

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.  Examples of such information include whether the child has brothers/sisters attending the school, or is the eldest child in the family.

***Waiting List Policy***

*The school’s policy on the consideration of applications after the Open Enrolment procedure concludes on 28 April 2021 is available directly from the school or can be accessed from our school office on 028 90 613050*

*Should a vacancy arise, the above criteria will be applied to select children from the waiting list.*

Applicants are asked to confirm the child’s legal name by attaching an original or certified copy (a photocopy is not acceptable) of the child’s birth certificate to the Application. If the child’s name has changed from that given on the birth certificate then a legal document indicating the new name should be attached.

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

Criteria as above.

***Y2-Y7 Intake***

Pupils will be considered for enrolment provided that their admission would not prejudice the efficient use of the school’s resources.

Criteria as above.

|  |  |  |
| --- | --- | --- |
| **Applications and Admissions to Primary 1** | | |
| **Year** | **Total Applications** | **Total Admissions** |
| **2018/19** | **58** | **50** |
| **2019/2020** | **59** | **50** |
| **2020/21** | **53** | **53** |