

Carryduff Primary School  
Killynure Road  
Carryduff  
Belfast  
BT8 8EE

Controlled Primary School

Enrolment No. 210  
Admissions No. 30

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Website: [carryduffprimarysch.weebly.com](http://carryduffprimarysch.weebly.com)

Principal: Mrs B Preston MEd PQH  
Chair of Board of Governors: Dr G Murphy

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### **RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND 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 Night: Tuesday 3 December – 6.30-8.00pm.**

### **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**

Any child who reaches their 4<sup>th</sup> Birthday on or before 1<sup>st</sup> July 2025 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 2024 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.

### **Year 1 Intake**

If the school is over-subscribed the following criteria will apply, in the order stated:

- 1 Children with a sibling\* in attendance at the school at the time of application.
- 2 Children who have had a sibling\* previously attend the school.
- 3 Children who are the eldest\*\* or only in their family (this includes twins and other multiples).
- 4 Children on the basis of the closest proximity to the school. Distances will be measured electronically by the shortest distance from the school pedestrian gate to the child's home using RAC Route Planner.

\*The definition of sibling includes brother/sister, half-brother/sister, step-brother/sister and foster brother/sister.

In the event of over-subscription in criteria 1, 2 or 3, the criterion of living in closest proximity to the school, as measured electronically by the shortest distance from the school pedestrian gate to the child's home using RAC Route Planner will be applied.

In the event of 2 children living equidistant from the school, priority will be given to the oldest child.

### ***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.

### **\*\*Verification of Eldest Child**

Applicants may be required to provide a letter from the child's pre-school provider, an official benefits letter or a letter of confirmation from a member of the clergy.

### ***WAITING LIST POLICY***

This policy is available directly from the school.

### **YEAR 1 AFTER THE BEGINNING OF THE SCHOOL YEAR AND YEAR 2 - YEAR 7 INTAKE**

Available places will be allocated using the above criteria in so far as class sizes will not exceed those permitted in the Department of Education guidelines.

NB: It is the responsibility of parents to ensure that all information relevant to the above criteria is included on the application or provided to the first preference school.

<b>APPLICATIONS AND ADMISSIONS TO PRIMARY 1</b>		
<b>Year</b>	<b>Total Applications</b>	<b>Total Admissions</b>
<b>2022/2023</b>	<b>27</b>	<b>27</b>
<b>2023/2024</b>	<b>23</b>	<b>23</b>
<b>2024/2025</b>	<b>23</b>	<b>23</b>