

ARMOY PRIMARY SCHOOL
2 Gracehill Road
Armoy
Ballymoney
BT53 8TD

Controlled Primary School

Enrolment No: 116
Admission No: 17

Telephone: 028 2075 1354
Email: info@armoyps.ballymoney.ni.sch.uk
Website: www.armoyps.com

PRINCIPAL: Mrs C Steele
CHAIR OF THE BOARD OF GOVERNORS: Mr M O'Donnell

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

The school's admission policy for Primary 1 pupils will be administered by the Principal acting on behalf of the school's Board of Governors. In the event of the school being over-subscribed, the Board of Governors will apply the criteria listed below to determine the new entrants, in the order listed. Parents of pupils admitted to the school will also be required to complete one of the school's enrolment forms.

As a school for the village of Armoy and its surrounding community, a key purpose of our school is to educate together children from different religious traditions and none, while mindful of the Christian values of the school. Parents who wish to find out more about our 'learning together' ethos can do so by contacting the school and asking for more information.

ADMISSIONS CRITERIA TO BE USED IN THE EVENT OF THE SCHOOL BEING OVERSUBSCRIBED. THE CRITERIA ARE LISTED IN ORDER OF PRIORITY.

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. Preference will be given to children of compulsory primary school age in 2024 and those who deferred in September 2023.
2. Children who, at the date of their application, have a child of the family attending the school.
3. Children whose permanent home address is closest to the school as measured on an OS map/google maps
4. Children whose parent/parents or guardian/guardians attended the school.

In the event of a tie, as detailed below, a tie breaker will be used. Governors will use **Method A**

Method A - Children whose permanent address at the time of application is the shortest distance by public road measured by car to the front pedestrian gate of the school.

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 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 school.

DUTY TO VERIFY

Applicants should note that they may be required to produce documents verifying their address.

WAITING LIST POLICY

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

ADMISSIONS TO P2-P7

Pupils will be admitted to P2-P7 provided their admission does not lead to the enrolment number being exceeded. The same admissions criteria will be applied as for admission to P1.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2021/2022	12	12
2022/2023	12	12
2023/2024	19	18