

# Carrick Primary School



## Enrolment Policy 2018-2019

# **Carrick Primary School**

## **Vision Statement**

Forward Together: Ar aghaidh le chéile.

## **Mission Statement**

In Carrick Primary School we aim to provide a safe, caring and stimulating environment, in order to realise and celebrate the academic and non-academic potential of all our pupils. We expect our pupils to work hard and parents to assist us in helping children to learn and to become lifelong learners.

## **School Aims**

We aim to:

- develop and strengthen each pupil's understanding and love of Catholic values by promoting the Catholic ethos throughout the school;
- create a safe, enjoyable learning environment, in which effective learning is facilitated and quality teaching is provided;
- implement all aspects of the Northern Ireland Curriculum;
- help our pupils to develop a positive attitude towards life and a love of learning;
- value, respect and nurture every child in our care;
- encourage pupils to respect themselves and others and to support and care for one another;
- equip our children with the necessary life skills to enable them to participate in a fast changing society;
- Endorse the United Nations' Convention on the Rights of the Child and work towards the implementation of policies and practices which reflect the Convention; and
- involve the parents, Board of Governors and wider community in the life of the school and in the holistic development of the children in our care.

**Carrick Primary School**  
**61 Ballydesland Road**  
**Burren**  
**Warrenpoint**  
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**Website: [www.carrickprimaryschool.com](http://www.carrickprimaryschool.com)**

**Principal: Mrs A. M. Cassidy, MEd, PQH (NI)**  
**Chairman of Board of Governors: Mr Michael Keenan**

Carrick Primary School is a Catholic Maintained School. Our new purpose built primary school opened in September 2012 and offers state-of-the-art facilities.

### **ADMISSION**

The Board of Governors is conscious of its responsibility to meet the legal requirements placed upon it by the Northern Ireland Curriculum. It has therefore been decided that only **children of compulsory school age** will be admitted. If the school's admission and enrolment numbers have not been reached the school will admit all the children of compulsory school age whose parents wish them to attend. Any child who reaches his/her fourth birthday on or before 1 July 2018 is of compulsory school age and must receive education from September 2018.

### **ARRANGEMENTS FOR ADMISSION**

Each December, there is an Open Day in Carrick Primary School. Prospective pupils, their parents, family members and friends are welcome to come along and view the school and meet the pupils and staff. Each June, those children to be admitted in the following September will be invited to come to the school with their parents, to meet the class teacher and will be provided with additional information about Carrick Primary School.

### **ADMISSIONS CRITERIA FOR PRIMARY ONE CHILDREN**

In selecting children for admission, children resident in Northern Ireland at the time of their proposed admission to the school, will be selected for admission to the school before any child not residing in Northern Ireland. The Governors will use the following criteria in the indicated order in deciding which pupils should be admitted at the initial enrolment stage.

#### **Criterion 1**

Children of compulsory school age who reside in the parish of St Mary's Burren.

#### **Criterion 2**

Children of compulsory school age from other areas.

In the event of over-subscription in any one of the criteria, the following sub-criteria will be applied in the order set down. If over-subscribed in any one of the sub-criteria, final selection will be on the basis of the closeness of the home to the school, measured by the shortest walking distance, with priority being given to those living nearest to Carrick Primary School.

(a) Children whose parent/guardian/grandparent is presently a permanent member of the teaching/ancillary/auxiliary staff or coaching staff or a Governor of Carrick Primary School.

(b) Children who have a brother/sister/half brother/half sister presently enrolled in Carrick Primary School.

(c) Children whose parent/guardian/ step parent/brother/sister/half brother/half sister is a prior pupil of Carrick Primary School.

(d) Preference will be given to children with exceptional circumstances (medical, social or other problems) that necessitate admission to Carrick Primary School rather than any other primary school. The circumstances should be personal to the child and must be supported by independent and appropriate documentation, providing evidence of the circumstances being described as being exceptional.

(e) Other children

#### **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 form.

The provision of false or incorrect information or the failure to provide information within the deadlines set by the primary school, can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

#### **CRITERIA FOR ENTRY INTO PRIMARY 2 - PRIMARY 7**

The following criteria will be applied in the order set down below, to all pupils seeking admission to Years 2 to 7. However, the school cannot cause or permit the number of registered pupils to exceed the school's enrolment number as determined by the Department of Education.

1. Pupils for whom their admission would not, in the Board of Governors' opinion, prejudice the efficient use of the school's resources.
2. Children who reside in St Mary's Parish, Burren.
3. Children who reside in other areas.

In the event of being oversubscribed, on the last criterion that can be applied, then the following sub-criteria shall be used:

- (a) Children whose parent or guardian is a permanent member of the teaching/ancillary/auxiliary staff of Carrick Primary School.
- (b) Children who have a brother/sister/half-brother/half-sister presently enrolled in Carrick Primary School.
- (c) Children whose parent/guardian/step parent/ brother/ sister/ half-brother/ half-sister is a prior pupil of Carrick Primary School
- (d) Other children.

If there are more applicants than places remaining in the last criterion that can be applied, then priority will be given to those nearest the school, as measured by the shortest walking distance.

The Board of Governors expects a parent/guardian to present the following documents on the admission of their child to P2 to P7:

- A transfer certificate from the school previously attended (if available).
- A birth certificate; and
- A copy of the most recent school report.

**WAITING LIST POLICY**

Carrick Primary School’s Waiting List Policy is available upon request from the school secretary and from the school’s website ([www.carrickprimaryschool.com](http://www.carrickprimaryschool.com))

**PUPILS LEAVING CARRICK PRIMARY SCHOOL**

If any pupil leaves Carrick Primary School to be home schooled, the Principal will inform the school nurse and the child’s General Practitioner.

Enrolment Number: 406

Admissions Number: 60

Actual enrolment in September 2017: 393 pupils aged 4-11 years (Boys/Girls)

Expected enrolment in September 2018: 393 aged 4 -11 years [Boys/Girls]

School Management Type: Catholic Maintained

	Applications		Admissions	
	Rec	P1	Rec	P1
2016/2017 School Year	-	49	-	49
2017/2018 School Year	-	50	-	50

**Review**

This policy will be reviewed annually.

Signed: Mrs Anne Cassidy (Principal)

Signed: Mr Michael Keenan (Chairperson of Board of Governors)

(Date): April 2018

