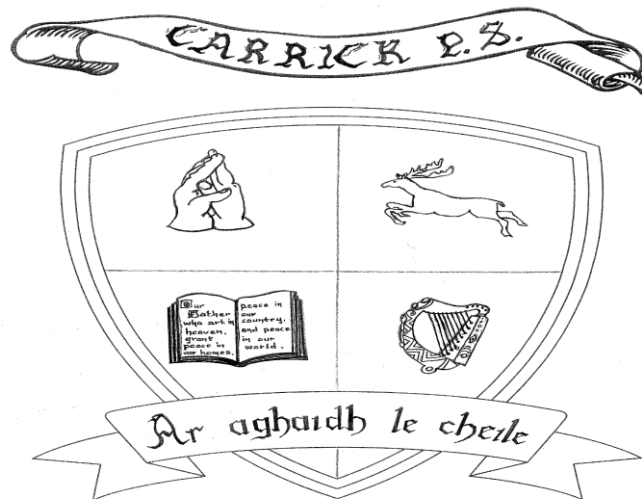


Carrick Primary School



Waiting List Policy

December 2023

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 encourage 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;
- 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.

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Co Down
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Website: www.carrickprimaryschool.com

Principal: Dr A. M. Cassidy, EdD, MEd, PQH (NI)
Chairman of Board of Governors: Mr Gerard Murdock

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.

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, provided the applicants are the appropriate age for Primary One, and providing any pupils' admission would not in the Board of Governors' opinion, prejudice the efficient use of the school's resources.

Criterion 1

Children of compulsory school age who reside in the parish of St Mary's Burren, which is made up of the twelve townlands of Burren, Carrogs, Ballydesland, Donaghaguy, Ballyrussell, Aghavilly, Clontafleece, Milltown, Tamnaharry, Lurgancanty and Carrickmacstay.

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 public 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 is a prior pupil of Carrick Primary School.

d) Children whose brother/sister/half-brother/half-sister is a prior pupil of Carrick Primary School.

(e) 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.

(f) Other children

WAITING LIST POLICY (P1)

Applications to Primary 1 will be treated equally and the above stated criteria for Primary 1 places will be applied. A waiting list will be compiled, where necessary the school will contact parents in writing, if their child gains a place in Carrick. Please contact the school if you wish your child's name to be removed from the waiting list for Primary 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 form.

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.

CRITERIA FOR ADMISSION INTO PRIMARY 2 - PRIMARY 7

Requests for places in P2-P7 will only be considered if a vacancy arises in the appropriate year group or a relevant class and further enrolment is not prejudicial to the efficient use of resources.

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, which is made up of the twelve townlands of Burren, Carrogs, Ballydesland, Donaghaguy, Ballyrussell, Aghavilly, Clontafleece, Milltown, Tamnaharry, Lurgancanty and Carrickmacstay
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 public 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 birth certificate; and
- A copy of the most recent school report.

WAITING LIST POLICY (P2-7)

Applications to Primary 2-7 will be treated equally and the above stated admissions criteria for Primary 2-7 places will be applied. A waiting list will be compiled, where necessary, the school will contact parents in writing, if their child gains a place in Carrick. Please contact the school if you wish your child's name to be removed from the waiting list for Primary 2-7.

PUPILS LEAVING CARRICK PRIMARY SCHOOL

If any pupils leave Carrick Primary School to be home schooled, the Principal will inform the school nurse and the child's General Practitioner.

Review

This policy has been updated in consultation with staff, pupils, parents and Governors. It will be reviewed every three years or sooner if required, in consultation with all relevant stakeholders.

Signed: Dr Anne Cassidy (Principal)

Signed: Mr Gerard Murdock (Chairperson of Board of Governors)

Date: December 2023

Date: December 2026

