



Leadhill Primary School
Casaldona Park
Belfast
BT6 9RD

Controlled Primary School

Enrolment No. 210
Admissions No. 30

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Principal: Mrs A E Millis B.Ed Hons, P.Q.H
Chair of Board of Governors: Mr A McCann

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.

In the event of over-subscription pupils will be admitted according to the following criteria applied in the order set down. ***Please note that 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.***

- 1 Children who, at the date of their application, have a child of the family currently enrolled at the school.
- 2 Children who, at the date of their application, are the eldest child of the family to be eligible to apply for admission to the school.
- 3 Children who have a parent who is currently a member of staff or the Board of Governors.
- 4 Children for whom the school is the nearest suitable school.*
- 5 Children who have a parent or other child of the family who previously attended the school.

* 'Nearest suitable school' will be measured from the child's normal residence to the school's nearest gate on Casaldona Park or Church Road, as measured on AA Route Planner.

Supplementary Criterion

In the event of a tie for the last available place, selection will be made by lot. Names will be drawn out of a hat in the presence of members of the governors.

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.

Waiting List Policy

This policy is available directly from the school.

Application for admission to Y1 after the beginning of the school year

Criteria as above.

Y2-Y7 Intake

Children to be admitted into these classes only if the total enrolment number has not been reached and if the number of children in each year group has not exceeded the Department of Education guidelines on permitted class sizes.

| Applications and Admissions to Primary 1 | | |
|---|---------------------------|-------------------------|
| Year | Total Applications | Total Admissions |
| 2018/19 | 19 | 19 |
| 2019/20 | 28 | 28 |
| 2020/21 | 23 | 23 |