

Markethill Primary School
14 Mowhan Road
Markethill
Co. Armagh
BT60 1RQ

Controlled Primary

Enrolment Number: 308

Admissions Number: 44

Telephone: (028) 3755 1589

Email: hmclernon567@c2kni.net

Website: www.markethillps.co.uk

PRINCIPAL: Dr Helen E C McLernon

CHAIR OF BOARD OF GOVERNORS: Mr Roy Dougan

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 the Principal the responsibility for applying these criteria. Any reference herein to the term 'Board of Governors' includes the Principal appointed by the Board of Governors for the purposes of applying the admissions criteria.

OPEN DAY: Tuesday 5 December 2023. Please see the school website for details of how to book a place or contact the school directly.

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 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.

The Board of Governors will apply the following criteria in the order indicated to identify which children should be admitted either at initial admission to education or on transfer from another 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/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.

Only 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) will be admitted to the school.

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.

If the number of applications for school places exceeds the number of places available, the following criteria will be applied in the order indicated to select pupils for admission.

1. Children who will have brothers or sisters (including half-brothers/sisters, step brothers/sisters including those fostered or adopted) in attendance in the school year 2023/24.
2. Children of permanent employees at the school.
3. Children who have Markethill Primary School as their first preference.
4. Children for whom Markethill Primary School is the controlled primary school nearest to their home. (As measured as the 'crow flies' using Google Maps).
5. Eldest or only child in the family. Children who, at the date of their application, are the eldest child in the family to be eligible to apply for admission to primary school (this includes cases where a child is more than seven years younger than their next sibling and cases where a family has moved residence). Parents can provide one of the following to prove eldest or only child: letter from a member of the clergy, solicitor

Admissions criteria for entry September 2024

or public servant such as a health visitor or educational professional to include pre-school/nursery principal/teacher directly involved with the family.

- Children whose brothers and sisters (including half-brothers/sisters, step brothers/sisters including those fostered or adopted) previously attended the school.
- Children with exceptional circumstances (e.g. of a social, medical nature) who necessitate admission to Markethill Primary School rather than any other 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 exceptional. The special circumstances must be made known at the time of application. The Board of Governors reserves the right to seek confirmation of the special circumstances from a statutory body.
- The remaining places will be allocated on the basis of the proximity of the child's home to the school, priority being given to those living nearest to the school as the 'crow flies' as measured using Google Maps.

If the final places to be allocated have identical measurements as identified by Google Maps, selection will be on the basis of initial letter of surname (as entered on birth certificate) in the order set out below.

B H W C X F T G Z K S P E L Q M Y J A R U D N O V I

In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order. In the event of 2 identical surnames the alphabetical order of the initials of the forenames will be used.

NB: This order was determined by a randomised selection of letters of the alphabet.

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

When all places have been allocated a waiting list of unsuccessful applications will be kept on record in the school. The waiting list will consist of those applicants whose application was received by the closing date and who were unsuccessful at the time of application in order identified at the time on the basis of the above criteria. The waiting list will operate until 12.00 noon on 30 June each year.

NB: Late applications will be placed at the bottom of the waiting list in date/time order as received.

ADMISSION TO P2 – P7

If a place is available, then the child will be enrolled in a class appropriate to his/her age provided that such an admission does not prejudice the efficient use of resources. If there are more applications than places available, the criteria for admission to P1 will be applied.

Notes:

- For the purposes of the above criteria 'Home' is the child's permanent place of residence.
- Distance will be measured from the child's home to school by the shortest distance using Google Maps.

APPLICATIONS AND ADMISSIONS TO PRIMARY 1		
Year	Total Applications	Total Admissions
2021/2022	30	30
2022/2023	42	42
2023/2024	37	37