

Stranmillis Primary School
Knightsbridge Park
Belfast
BT9 5EH

Controlled School
Co- educational

Enrolment No: 408
Admission No: 58

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E-mail: info@stranmillis.belfast.ni.sch.uk

Website: www.stranmillisprimary.org

Principal: Mrs Linda Wilson

Chair of Board of Governors: Dr Maureen Thatcher

Respective Functions of the Board of Governors and Principal in relation to Admissions

The Board of Governors has drawn up the school's admissions criteria and has delegated to the principal its function and responsibility in relation to the application of the criteria and the admission of pupils to the school.

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 10 January 2025 at 12noon (GMT) and an application submitted by the closing date of 24 January 2025 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 24 January 2025 and up to 4 pm on 29 January 2025 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 29 January 2025 no applications will be processed until after the close of procedure on 9 April 2025.

Compulsory School Age

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 2024 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.

Criteria will be applied successively in the above order where the school is over-subscribed.

- 1 Children of permanent teachers, classroom assistants and nursery assistants of Stranmillis Primary School including the Nursery Unit.
- 2 Children who have a sibling (including half-brothers, half-sisters, stepbrothers, stepsisters, foster brothers / foster sisters and/or adopted brothers/sisters) enrolled in Stranmillis Primary School (P1-P7) on the application deadline date. **(Indicate name and year group)**
- 3 Children in the order of the closest proximity of the school to the child's permanent residence on the date of application. Proximity to the school will be determined by direct straight-line measurement from the centre of the child's residence to the centre of the school; measurements are calculated using a web-based method provided by Spatial NI.
 - In the event that more than one child satisfies the criterion for the last available place for admission, the elder or eldest child only who satisfies such criterion will be selected for admission.
 - In the event of two or more children having the same birthday then the final place/s will be allocated on the basis of initial letter(s) of surname (as entered on Birth Certificate) in the order set below:

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

This order was determined by random selection.

Duty to Verify

Applicants should note that where an address contained within an application qualifies a child for admission then that address will be verified. To enable the Board of Governors to verify addresses, all applicants should provide any two of the following three documents with their application:

- A bank or building society statement which shows the address at which the child is resident;
- A utility bill (for instance electricity, gas, television licence, telephone) which shows the address at which the child is resident;
- A letter awarding child benefit to the child or another letter relating to this benefit.

This is in addition to the standard requirement to provide a Birth Certificate in order to verify the age of the child.

Original documents are required to be uploaded to the Admissions portal and not facsimiles or photocopies.

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any applicant's 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.

Waiting List Policy

Should a vacancy arise after Wednesday 9 April 2025 all applications for admission to P1, that were initially refused, new applications, late applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until 30 June 2026.

The school will contact you in writing if your child gains a place in the school by this method.

Your child's name will be added automatically to the list. Please contact the school if you wish for your child's name to be removed from the list.

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.

P2 – P7 Admissions Criteria available from school.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2022/2023	66	60
2023/2024	73	60
2024/2025	72	60