

Acorn Integrated Primary School

Waiting List Policy for Years 2 – 7

Transfer between Primary Schools Years 2 – 7

Acorn IPS operates a waiting list policy for all applications received by the school for admission to Years 2 – 7. Consideration of applications for admission to Year 1 will follow the normal processes and criteria as published in the EA (North Eastern Region) booklet Admissions to Primary Education for the current school year.

A sub- committee of the Board of Governors, the Admissions Committee, which consists of at least three Governors plus the Principal, meets to decide on criteria and the application thereof OR the Board of Governors may delegate the responsibility for organisation of admissions on a day to day basis to the Principal

A waiting list is defined as a record of the names of all pupils who wish to be considered for admission to the school when a place becomes available. Application to Acorn IPS will only be considered on completion of an Application for Admission to Acorn IPS other than Year 1. This form is available from the school office. On this form parents/guardians will indicate whether they wish their child to remain on the waiting list if unsuccessful.

A child on the waiting list will be admitted if a vacancy arises provided that:

1. The school will not exceed its enrolment number as determined by DE
2. The class size of 29 pupils, as determined by DE, will not be exceeded
3. Their acceptance does not affect the efficient delivery of the curriculum within the class and their admission would not be prejudicial to the efficient use of resources
4. The Board of Governors reserves the right to limit the classes to a manageable size

Admissions criteria to be used in the event of the school being oversubscribed i.e. the number of applications for admission exceeding the number of vacant places for Years 2 to 7

The criteria are listed in order of priority.

1. The child is resident in Northern Ireland
2. Religious balance to be maintained
3. Sibling(s) in attendance at the school
4. Preference will be given to children coming from other integrated schools
5. Date of application
6. Children will be selected on the basis of initial letter of surname (as entered on Birth Certificate) in the order published in 'Admission to Primary Education' (EA, North Eastern Region) for Acorn IPS for the current school year

The school will contact the parents/guardians of all those children whose names are on the waiting list in June of each year to determine whether they wish to remain on the waiting list.