

HEZLETT PRIMARY SCHOOL
1 Ballywoolen Road, Castlerock
Coleraine
BT51 4TZ

Controlled Primary School

Enrolment No: 295
Admission No: 42

Telephone: 028 7084 8395
Email: info@hezlettprimaryschool.co.uk
Website: www.hezlettprimaryschool.co.uk

PRINCIPAL: Mrs D Winters
CHAIR OF THE BOARD OF GOVERNORS: **Rev J McCaughan**

DETAILS OF THE RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND THE PRINCIPAL IN RELATION TO ADMISSION TO THE SCHOOL

Should the number of applications exceed the school admissions or enrolment number the use of the following criteria has been delegated to the Principal by the Board of Governors.

ADMISSIONS CRITERIA TO BE USED IN THE EVENT OF THE SCHOOL BEING OVERSUBSCRIBED. THE CRITERIA ARE LISTED IN ORDER OF PRIORITY.

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 2020 at 12noon (GMT) and an application submitted by the closing date of 30 January 2020 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 30 January 2020 will be treated as a late application.

Admissions Criteria for Year 1 Pupils on 1 September

1. Children who are of compulsory school age.
2. Children with a sibling currently enrolled in this school.
3. Children who are the eldest child of the family.
4. Children who are the only child of the family.
5. Children whose home address is closest to the front gate of this school. * **
6. The oldest child as defined by the date of birth recorded on their birth certificate.
7. The child whose name is first in terms of alphabetical order. This will be assessed by first letter of surname followed by second, third letters etc. If surnames are the same, then the first forenames will be used in the same manner starting with the first letter. If the first forenames are the same then second forenames will be used in the same way. A child with only one forename will be judged to come alphabetically before a child with more than one forename.

*Distances will be measured as a straight line on an Ordnance Survey map.

**A child's home address will be taken as the address at which they normally live on the date of the written application.

ADMISSIONS TO P2-P7

Pupils will be admitted to P2-P7 provided their admission does not lead to the enrolment or admissions number being exceeded. The same admissions criteria will be applied as for admission to P1.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application form or attached to it.

DUTY TO VERIFY

Applicants should note that they may be required to produce documents verifying their home address.

Admissions criteria for entry September 2020

WAITING LISTS

The school's policy on the consideration of applications after the Open Enrolment Admissions procedures concludes on 28 April 2020 is available directly from the school. Should a vacancy arise, the above criteria will be applied to select pupils from our waiting list.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2017/2018	25	25
2018/2019	21	21
2019/2020	24	24