

Killyman Primary School
15 Trewmount Road
Dungannon
Co Tyrone
BT71 6RL

Controlled Primary School

Enrolment Number: 192
Admissions Number: 29

Telephone: (028) 8772 3094

PRINCIPAL: Mrs D L Mitchell BA
CHAIR OF BOARD OF GOVERNORS: Mr Andrew Jackson

RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND PRINCIPAL IN RELATION TO ADMISSIONS

The Board of Governors draw up and apply the criteria for admissions.

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.

Priority will be given to 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).

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.

ADMISSIONS CRITERIA

The Board of Governors will apply the following criteria to identify which children, of compulsory school age, should be admitted either at initial admission to education or on transfer from another school. In selecting children for admission, children resident in Northern Ireland at the time of their proposed admission will be selected for admission to the school before any child not so resident.

- 1 Children whose applications nominate Killyman Primary School as their first preference school.
- 2 Children who will have brothers or sisters (or half-brothers/sisters, step brothers/sisters, including those fostered or adopted) in attendance during 2023/2024 school year.
- 3 Children for whom the school is the controlled primary school nearest to their home.
- 4 Children whose brothers/sisters (or half-brothers/sisters, step-brothers/sisters, including those fostered or adopted) previously attended Killyman or Tamnamore Primary Schools.
- 5 Sons or daughters of permanent full-time employees at the school.
- 6 Children who have had a parent attend Killyman or Tamnamore Primary Schools.
- 7 Preference will be given to children with exceptional circumstances (medical, social or other problems) that necessitate admission to Killyman Primary School rather than any other primary 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 being exceptional.
- 8 The remaining places will be allocated on the basis of the proximity of the child's home to the school (*'Home' is defined as the child's permanent place of residence, not the child-minder or other relative's address*), priority being given to those living nearest to the school (*'Nearest' is defined as the driving distance, as specified by Google Maps Direction Finder*).
[This criterion will also be used to discriminate within any oversubscribed criterion (except criterion 1)].

If the final places to be allocated have identical measurements (*as identified by Google Maps Direction Finder*) selection will be on the initial letter of the surname (*as shown on Birth Certificate*) in the order set out below

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

This order was determined by a randomised selection of the letters of the alphabet (selection with a clear audit trail.)

In the event of surnames beginning with the same initial letter the subsequent letter of the surname will be used in alphabetical order. In the event of the two identical surnames the alphabetical order of the initials of the forenames will be used and, if necessary the subsequent letters of the forenames. Full responsibility rests with parents/guardians to provide sufficient details (including supporting documentation) at the time of application on the form provided, or attached to it, enable the Governors to reach a decision.

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

The school does not operate a Waiting List Policy.

ADMISSION TO P2 – P7

Pupils from P2-P7 will be admitted so long as the school's enrolment number is not exceeded.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2021/2022	28	28
2022/2023	28	28
2023/2024	20	20