

**St. MacNissi's Primary School**  
Christine Road  
Newtownabbey  
BT36 6UE

**Maintained Primary School**

**Enrolment Number: 210**  
**Admissions Number: 30**

**Telephone No: (028) 9034 2166**

**Email: [info@stmacnissisps.newtownabbey.ni.sch.uk](mailto:info@stmacnissisps.newtownabbey.ni.sch.uk)**

**Website: [www.saintmacnissis.com](http://www.saintmacnissis.com)**

**PRINCIPAL: Mr P J McAuley**

**CHAIR OF BOARD OF GOVERNORS: Ms M Magill**

---

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

The Principal will consider the acceptance of each pupil to the school within the confines of the published criteria for admission, but any decisions will be subject to the ultimate approval of the Board of Governors.

St. MacNissi's Primary School is one of the three primary schools in the Parish of St. Mary's on the Hill.

The following criteria have been published and will be implemented by the Principal and Board of Governors Admissions Panel.

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.

### 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 7 January 2021 at 12 noon** (GMT) and an application submitted by the **closing date of 29 January 2021 at 12 noon** (GMT) will be treated as a punctual application. An application received after 12 noon (GMT) on 29 January 2021 will be treated as a late application. Children who are not of compulsory school age will only be selected for admission after all children of compulsory school age have been allocated a place.

**Admissions criteria to be used in the event of the school being oversubscribed. The criteria are listed in order of priority.**

The following criteria will be applied in order set down 1-5 by the Board of Governors of St. MacNissi's Primary School.

1. Children of compulsory school age who reside in the Parish of St. Mary's on the Hill.
2. Children of compulsory school age who have a sibling enrolled in the school.
3. Children of compulsory school age who are the eldest child of their family. Each family circumstance will be taken into consideration related to the eldest child – as defined in DENI Guidance Circular Number **2016/17 Open Enrolment in Primary Schools (revised 23 October 2019)**.
4. Children of compulsory school age transferring from the St. MacNissi's Pre-School Class.
5. Children of compulsory school age from neighbouring Parishes for whom St. MacNissi's Primary School is the nearest maintained school.

In the event of oversubscription children will be selected for admission on the basis of initial letter of surname (as entered on Birth Certificate) in the order set out below:

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

## Admissions criteria for entry September 2021

In the event of surnames beginning with the same initial letter the final selection will be on the basis of child whose home is closer to the school than that of another child (as measured by 'Google Map' the distance from the school's gate to the child's home address).

### DUTY TO VERIFY

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

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application. The provision of false or incorrect information or failure to provide information within the deadlines set by primary schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application.

### WAITING LIST POLICY

Should a vacancy arise after the 28<sup>th</sup> April 2021, all applications for admission to 2021-2022 that were initially refused, new applications, late applications and applications where new information has been provided, will be treated equally and published criteria applied. The waiting list will be in place until June 2022. The school will contact you in writing if your child gains a place in the school by this method. Upon receiving a completed application form (at any preference stage) your child's name will be automatically added to the list. Please contact the school if you wish your child's name to be removed from the list.

### ADMISSION TO P2 –P7

The Principal will consider the acceptance of each pupil to the school within the confines of the published criteria for admission into classes P2 – P7, but any decisions will be subject to the ultimate approval of the Board of Governors.

1. The Pupil will be considered for enrolment provided the school will not exceed its enrolment number as determined by the Department of Education.
2. The pupil may be considered provided that this would not cause a class to exceed the Department of Education's class size policy.
3. The pupil will be accepted for enrolment provided, in the opinion of the Board of Governors, this would not prejudice the provision of efficient education in the school.

If over-subscribed on these criteria, children will be selected in line with the published admissions criteria for Primary 1.

<b>Applications and Admissions to Primary 1</b>		
<b>Year</b>	<b>Total Applications</b>	<b>Total Admissions</b>
2018/2019	25	25
2019/2020	30	30
2020/2021	<b>29</b>	<b>29</b>