

Phoenix Integrated Primary School  
80 Fountain Road  
Cookstown  
BT80 8QF

Grant Maintained Integrated

Enrolment Number: 203  
Admissions Number: 29

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PRINCIPAL: Mrs Heather Watson BA (Hons), PQH (NI)

CHAIR BOARD OF GOVERNORS: Mrs Elizabeth Simpson

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

The Board of Governors draws up the admissions criteria and delegates responsibility for applying the admissions criteria to an Admission Sub-Committee, which includes the Principal. Any reference herein to the term The Board of Governors includes any Sub-Committee appointed by the Board of Governors for the purpose of applying the admissions criteria.

#### Integrated Education Act (Northern Ireland) 2022

The Board of Governors of Phoenix Integrated Primary School note the definition of an Integrated School as outlined in the Integrated Education Act (Northern Ireland) 2022 and believe our criteria will allow us to successfully meet this definition.

#### Declaration of ethos

Phoenix IPS is a grant maintained integrated school intentionally supports, protects, and advances an ethos of diversity, respect and understanding between those of different cultures and religious beliefs and of none, between those of different socio-economic backgrounds and between those of different abilities.

#### Rationale (Primary)

Our Admission Criteria reflect the integrated nature of the school and its links with the Nursery Unit. It is committed to educating Protestant and Catholic children together and strives to maintain a balanced enrolment, with a minimum of 40% from the Roman Catholic tradition, and 40% from the Protestant tradition and 20% from those who identify as OTHER in accordance with the Statement of Principles of the Council for Integrated Education (NI).

In setting the admissions criteria the Board of Governors have also given due consideration The School Age (NI) Act 2022.

The religious affiliation of a student will be decided by Information supplied to the school by the applicants' parents(s) should be provided via the ONLINE admissions procedure.

#### **ADMISSION CRITERIA**

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.

- When considering which children should be selected for admission, the Board of Governors will only consider information which is detailed on the ONLINE application. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admission criteria is stated clearly on the ONLINE application not later than **4 pm on 31 January 2024**

### **Evidence required at time of application:**

- For Date of birth verification – a birth certificate is required to be uploaded to EA Connect and must be uploaded or provided directly to the school by **4 pm on 31 January 2024**

The criteria will be applied separately to Roman Catholic, Protestant children and children from OTHER /None categories. If there are more applicants than places available in any of the three categories described, the Board of Governors has determined that the following criteria shall be applied to the applicants in that category. The criteria, as set out below, will be applied progressively until the last available place in that category has been allocated.

Should any category be undersubscribed then available places will be allocated to the unsuccessful applicants from oversubscribed categories, applying the criteria set down regardless of faith. If the school is over-subscribed, pupils will be admitted, according to the criteria applied by the Admissions Sub-committee in the order set down below and subject to the conditions set out in this document.

1. Children who have listed Phoenix Integrated Primary School as their 1st Preference.
2. Children who have a brother/half brother or sister/half-sister including those fostered or adopted or children living under a residency order in a family where other children of the family are currently attending the school. (Clearly state name and class).
3. Children attending Phoenix Integrated Nursery Unit.
4. Children who are siblings of pupils formerly enrolled at the school. (Clearly state name and dates).
5. Children who applied to Phoenix Integrated Nursery Unit but were unsuccessful in gaining a place.
6. Children who, at the date of their application, are the eldest child of the family to be eligible to apply for admission to the school (i.e. second child will not be disadvantaged if the eldest child attends a special school or specialist unit). The Board of Governors will also consider cases where the applicant is more than 8 years younger than the next eldest sibling as being an equivalent to an eldest child. Twins will both be treated as the eldest child.
7. Remaining places will be allocated for admission based on initial letter of surname in the order set out below which was determined by a randomised selection of letters.

F Q U I J B X M c M O' A W Y Mac D K T R V E O C L G Z H P S N

In the event of surnames beginning with the same initial letter the subsequent letters of the surnames will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames will be used. The surname selected will be "as per birth certificate". In the event of a double-barrelled surname the first surname will be used for purposes of selection.

### **DUTY TO VERIFY**

The Board of Governors **reserves the right to request such supplementary evidence** as it may determine to support or verify information on any application.

To enable the Board of Governors to verify an address, applicants **may** be requested to provide verification documents. A list of accepted documents will be provided to the applicant, should this be necessary).

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 25 April 2024, all applications for admission to Primary One 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 2024. The school will contact you in writing if a child gains a place in the school by this method.

## **ADMISSION TO P2 – P7**

- 1 A pupil will be considered for enrolment provided that the school will not exceed its enrolment number determined by the Department of Education.
- 2 And in the opinion of the Board of Governors their admission would not prejudice the efficient use of school resources.

<b>Applications and Admissions to Primary 1</b>		
<b>Year</b>	<b>Total Applications</b>	<b>Total Admissions</b>
<b>2021/2022</b>	<b>32</b>	<b>30</b>
<b>2022/2023</b>	<b>32</b>	<b>29</b>
<b>2023/2024</b>	<b>29</b>	<b>29</b>