

Mossgrove Primary School
Swanston Road
Newtownabbey
BT36 5DN

Controlled Primary School

Enrolment Number: 330
Admissions Number: 47

Telephone No: (028) 9084 4665
Email: info@mossgroveps.newtownabbey.ni.sch.uk
Website: www.mossgroveprimaryschool.co.uk

PRINCIPAL: Mrs E Sinton
CHAIR OF BOARD OF GOVERNORS:
Mr Robert Young

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

The admissions criteria will be applied by the Principal and appeals will be dealt with by the Board of Governors.

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 10 January 2025 at 12noon (GMT) and an application submitted by the closing date of 24 January 2025 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 24 January 2025 and up to 4 pm on 29 January 2025 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 29 January 2025 no applications will be processed until after the close of procedure on 9 April 2025.

COMPULSORY SCHOOL AGE

Any child who reaches their 4th Birthday on or before 1st July 2025 is of Compulsory School Age. Under the School Age (NI) Act which became law in Northern Ireland in April 2022, 'compulsory school age' also includes those children who deferred commencing Primary 1 in September 2024 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 to be used in the event of the school being oversubscribed. The criteria are listed in order of priority.

1. Children who, at the date of their application, have a child of the family currently enrolled at the school.
2. Children who have attended Mossgrove Nursery Unit.
3. 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. (Please see Duty to Verify)
4. Children whose home address is nearest to Mossgrove Primary School as decided by a straight line digital measurement using 'Spatial NI' measurement tool.

In the event of two children living the same distant from Mossgrove Primary School then selection for all places remaining in this category will be on the basis of the initial letter of the surname as per the birth certificate in the order set out below:-

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

The order was determined by a randomised selection of letters. In the event of surnames beginning with the same letter the subsequent letters of the surname 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 as per the birth certificate.

DUTY TO VERIFY

The Board of Governors reserves the right to require such supplementary evidence as it may determine necessary to support or verify any information on the application. The provision of false or incorrect information or the failure to provide information within the deadlines set by the school can result in the inability of the school to offer a place/the withdrawal of a place. Only if oversubscribed, the school will make contact about verification documents in relation to the 'eldest child'. If requested by the school, parents can provide one of the following documents to prove eldest or only child; a letter from a member of the clergy; a public servant such as a health visitor or educational professional to include a pre-school Nursery teacher or a Child Benefit Letter.

WAITING LIST POLICY

The school's policy on the consideration of applications after the Open Enrolment Admissions procedure concludes is available directly from the school or can be accessed on our school website at Mossgrove Primary School Website

ADMISSION TO P2 – P7

Pupils will be admitted to P2-P7 in accordance with the preference expressed by a parent if the school's enrolment number has not been reached, unless to do so would prejudice the efficient use of resources. If oversubscribed the above criteria will also be used for admission of children from P2-P7.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2022/2023	17	17
2023/2024	17	17
2024/2025	17	17