

Oakgrove Integrated Primary School
Rectory Field
19 Limavady Road
Derry-Londonderry
BT47 6JY

Grant Maintained Integrated

Enrolment No: 400
Admissions No: 56

Tel No: 028 7134 9644

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Email: info@oips.lderry.ni.sch.uk

PRINCIPAL: Mrs Ashley Donaghey

CHAIR OF BOARD OF GOVERNORS: Mr Jonathan Gray

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

The Board of Governors, subject to its final approval, delegates to the Admissions Sub-Committee, which consists of the Principal and at least two other Governors, the task of selecting pupils for admission.

Oakgrove is an integrated co-educational school which welcomes, respects and cherishes children of all faiths and of none, whilst retaining its Christian character. It is committed to educating Protestant and Catholic children together, and strives to maintain a balanced enrolment, with a minimum of 40% of pupils from the Protestant tradition and 40% from the Catholic tradition, (in accordance with the Statement of Principles of the Northern Ireland Council for Integrated Education).

In accordance with the 1997 Education Northern Ireland Order (Section 16 (4)), Oakgrove Integrated Primary School has been directed to select for admission all children resident in Northern Ireland at the time of their proposed admission before any child not so resident may be selected for admission.

It is necessary for all applicants to submit an Oakgrove Expression of Interest Form (EOI) and send it directly to OIPSN. The Oakgrove Expression of Interest Form (EOI) is available to download from the school website, or on request by email or post from the school office. Applicants must also complete an online Education Authority Application for enrolment in a Primary School (www.eani.org.uk). 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 and Oakgrove Expression of Interest Form (EOI). 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/EOI Form. Examples of such information include (whether the child is the first child/has brothers/half-brothers or sisters/half-sisters attending the school etc).

In the application of the Criteria set out below, the Board of Governors will seek to reflect in the total number admitted to the school in 2020, an overall balance among all traditions.

In order to achieve this aim, Oakgrove will initially reserve a maximum of 20% of places for pupils from traditions other than the Protestant and Catholic traditions. The Criteria as set out below will first be applied to members of "other traditions" in the order set down and 20% of the available places will be awarded to this group. In the event of less than 20% of places being awarded to applicants from "other traditions" the balance will be equally divided between Protestant and Catholic applicants. In the event of there being an odd number of places in the excess of places remaining from the allocation to "other traditions", the additional place will be allocated to the main tradition having the greater number of applicants. The Criteria as set out below will be applied separately to Protestant and Roman Catholic applicants. In the event of there being fewer applicants from either tradition than there are places available for that tradition, the balance of places will firstly be available to the "other traditions" and secondly to the "remaining tradition".

The religious affiliation of a pupil will be decided either by:

- 1 Information supplied by the parents/guardians on the Oakgrove Expression of Interest Form (EOI) and/or
- 2 Information supplied in writing on the application form at the time of application.

ADMISSIONS CRITERIA – YEAR 1

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.

- 1 Children who have a child of the family presently enrolled in Oakgrove Integrated Primary and Nursery School.
- 2 Children who are the oldest child in the family.
- 3 Children who, in the opinion of the Board of Governors, have special circumstances, (ie attendance at Oakgrove Nursery Class and/are from a mixed cultural/religious background or they or their parent have a serious medical condition *e.g. pupil whose parent is diagnosed with a serious illness, a pupil with a serious illness, a Looked After Child, twins, pupil with parent deceased – medical advice will be sought.*)
- 4 Other children.

NB: Child of the family includes brother/sister, half-brother/half-sister, adopted or fostered brother/sister living at the same address.

In the event of over-subscription in the last sub-criterion which can be applied then selection for all places remaining in this category will be on the basis of the initial letter of the surname as detailed on the birth certificate in the order set out below:

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

This order was determined by a randomized selection of the letters of the alphabet. In the event of surnames beginning with the same letter, the subsequent letters of the surname as per the birth certificate will be used in alphabetical order. In the event of two identical surnames, the alphabetical order of the initials of the forename as per the birth certificate will be used.

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 applicant's Transfer/Application Form. 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. Documentation submitted in support of your application should be provided directly to the school of first preference.

WAITING LIST POLICY

Should a vacancy arise after 1 September 2020 all applications for admission to Year 1 that were initially refused, new 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 2021. Your child's name will be automatically added to the waiting list. Please contact the school if you wish for your child's name to be removed from the list.

YEAR 1 ADMISSIONS – AFTER THE BEGINNING OF THE SCHOOL YEAR

Children who apply to enter the school during the academic year will be considered using the same criteria as for Year 1.

ADMISSIONS CRITERIA – YEARS 2-7

The Board of Governors has determined that the following Criteria will be applied for applicants to Years 2-7 subject to the proviso that the enrolment number will not be exceeded. In the application of these Admissions Criteria the Board of Governors will maintain a reasonable balance of Protestants, Catholics and others, as outlined in the Northern Ireland Council for Integrated Education's Statement of Principles. (See Year 1 Admission Criteria).

- 1 A pupil will be admitted provided that his/her admission does not, in the opinion of the Board of Governors, prejudice the provision of the efficient use of the school's resources.
- 2 A pupil will be admitted provided that his/her admission does not, in the opinion of the Board of Governors, prejudice the provision of efficient education in the school.
- 3 A pupil will be admitted provided that his/her admission does not prejudice the whole school balance as set out in the Statement of Principles.
- 4 A pupil will be admitted provided that his/her admission does not prejudice the balance within the class.

In the event of there being places available, selection will be based on the Year 1 Admissions Sub-Criteria.

Applications and Admissions to Primary 1		
Year	Total Applications	Total Admissions
2017/2018	48	47
2018/2019	57	57
2019/2020	57	56