



Waiting List Policy

Applications for admission to Nursery and Year 1 for September 2024 before the start of the school year:

Letters will be issued on 25th April 2024 advising parents of the primary school in which their child has been placed/not placed. After this date, all applications for admission to Nursery and Year One that were initially refused, late applications, applications where new information has been provided and new applications received will be treated equally and the criteria as listed above will be applied. Your child's name will be added to this list automatically and, if a place becomes available, the school will contact you in writing. This waiting list will be in place until **31st July 2024**.

Parents must inform the school in writing if they wish to have their child's name added to a new waiting list which will take effect from **1st August 2024** by emailing info@loughviewintegrated.belfast.ni.sch.uk.

Should parents wish to have their child's name retained on the Waiting List indefinitely, they must inform the school of that in writing at the start of each subsequent new school year i.e. 2024, 2025, 2026 etc.

Applications for places in P1-P7 after the start of the school year i.e. from 1st September 2024:

If a vacancy arises and provided no class from P1-P4 exceeds 30 pupils, the Admissions Criteria will be applied to select pupils from the waiting list. It is the parents' responsibility to inform the school in writing that they wish to have their child's name added to the waiting list.

This policy is reviewed by the Board of Governors on an annual basis.