



Admissions Policy with regard to the operation of a waiting list

Reviewed by Governors – March 2024

The procedure for admission to the Nursery class and P1 are reviewed annually by the Board of Governors. These are subsequently published alongside those of all other schools in the Education Authority around the end of each calendar year – for admission to either class in September of the following year.

A waiting list is subsequently kept for each of these classes (Nursery and P1) – for those children not gaining a place following the procedure being robustly applied in the specified timescale. The waiting list includes any late applications. Throughout that subsequent year, should a child move away or relinquish their place for any other reason, place(s) will be offered to the next eligible child on our waiting list upon applying our already published criteria.

In the case of parents wishing to enroll pupils in P2-7, the school does not retain a waiting list. Any person expressing an interest in enrolling their child should initially approach the school secretary who, after consultation with the Principal, will advise if a place is available based on;

- The number of pupils already enrolled in each year group
- The ability of Botanic Primary School to meet the needs of the child(ren)
- The existing use of resources and factors that may be prejudicial to this