**NOTE FOR PARENTS OF CHILDREN IN Y7**

Admissions criteria for Post Primary Schools will be published on Thursday 11 January 2024.

Post Primary Applications for school year beginning September 2024will open on Tuesday 30 January 2024 at 12 noon.

If your child is **undergoing** statutory assessment, you still need to apply for a Post Primary School place.

However, **you should not complete an application if your child has a Statement of Special Educational Needs**. Your child’s placement will be arranged through the EA’s [Special Educational Needs Department](https://send.eani.org.uk/statutory-assessment/school-placements).

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| Thursday 11 January 2024 | Admissions criteria for Post Primary Schools  published on the EA website. |
| Tuesday 30 January 2024 - at 12 noon | EA Connect opens for online applications for  Post Primary. |
| Thursday 22 February 2024 - at 12 noon | EA Connect closes for online applications for  Post Primary. |
| Monday 4 March 2024 – by 4pm | Final date for late applications. |
| Saturday 18 May 2024 | Parents/carers will receive application outcome  via email (where one is one is held) or by letter. |

Online applications will open at 12 noon on Tuesday 30 January 2024 and will close at 12 noon on Thursday 22nd February 2024.

St Columba’s PS will issue you with you an electronic copy of the key information leaflet ‘Applying for a Year 8 Post Primary Place’ in the coming weeks. This leaflet and further guidance will be accessible on this website in due course to assist you in making an online application.

Before starting your child’s application you should:

* Read carefully the [admissions criteria](https://www.eani.org.uk/parents/admissions/search-admissions-criteria) for each Post Primary School that you wish to nominate as a preference.
* All schools will require the birth certificate to verify a child’s name and date of birth. Either a full (long) or short birth certificate may be used or an amended birth certificate or an adoption certificate, where appropriate, is acceptable. If you do not have a copy of your child’s birth certificate, please contact the schools you wish to nominate to see what other documents they may accept.
* You should refer to the admissions criteria to find out if other supporting documents are required by each of the schools you have chosen e.g. proof of address.
* You can scan or take a photo of the documents you require for each school and save them on the device you will be using to make your Post Primary Application. Make sure the photos or scans are clear and legible.
* For GDPR purposes you may wish to remove personal/sensitive/private information from your documents before uploading e.g. financial details in bank statements.
* You will require an email address to be able to register on EA Connect to submit an application.

Do you know that your choice and order of preferences for Primary or Post Primary could impact on your child’s eligibility for transport assistance?

Eligibility for transport assistance for children of compulsory school age is set out in the Department of Education Circular 1996/41, (updated September 2009).

The statutory qualifying distance is

* 2 miles in relation to a pupil under 11 years of age and
* 3 miles in relation to a pupil over 11 years of age.

Parents must apply to all schools of the same category within the statutory qualifying distance from the home address to be eligible for transport assistance to a further away school.

**YOU WILL NEED TO TAKE ACCOUNT OF THIS WHEN DECIDING ON YOUR ORDER OF PREFERENCES. For full details on School Transport Assistance please go to**[**https://www.eani.org.uk/financial-help/home-to-school-transport**](https://www.eani.org.uk/financial-help/home-to-school-transport)**.**

To help you decide on your preferences the Eligibility Checker will advise you:-

1. If your child will/will not be eligible for transport assistance to a chosen school;
2. Of any closer school(s) within your chosen category and the distance from your home address to those schools.

The Transport Eligibility Checker calculates a result based on the academic year 2023-2024 school data.