



## *Pre Enrolment Forms, Primary 1 September 2019*

Dear Parents & Carers

Please find attached a Pre-Enrolment Form for Primary 1 for September 2019.

If you have a child due to start with us in September 2019, please complete and return this form as soon as possible. By completing this Pre-Enrolment Form we will make sure you receive an official Primary 1 application form for Ashgrove Primary once they become available.

If you do not have a child who is due to start with us, please share this Pre-Enrolment form with someone else.

Kind regards

A handwritten signature in blue ink, appearing to read 'R Smith', with a flourish at the end.

*R Smith*

Principal

Ashgrove Primary School  
Ashgrove Road  
NEWTOWNABBEY  
BY36 6LJ  
028 9084 8734



www.ashgroveprimary.com

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Please take note of our Entrance Criteria overleaf!

**A. PUPIL DETAILS...**

Child's Forename:		Surname:	
Chosen name:		Date of Birth:	Male <input type="checkbox"/>
			Female <input type="checkbox"/>
Name of Parents/Guardians			
Address of Parents/Guardians			Postcode:
Telephone No:		Mobile:	
Is the child enrolled in a Nursery school or unit?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If 'yes' which Nursery school or unit?			

**B. INTENDED SCHOOL OF PREFERENCE**

1.	
2.	
3.	

Does the child already have siblings enrolled at Ashgrove Primary School or a previous family connection?	Yes <input type="checkbox"/>
	No <input type="checkbox"/>

If 'yes' please give details...

Any other relevant information...

B. The address which I have given is the child's home address. The details I have given are correct... (please sign & date below)

Parent/Guardian:	Date:
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2018



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**ASHGROVE PRIMARY SCHOOL****Ashgrove Road, Carnmoney****Newtownabbey BT36 6LJ****Telephone:** (028) 90848734**Email:** info@ashgrove.newtownabbey.ni.sch.uk**Website:** www.ashgroveprimary.com**Principal:** Mr Robert Smith**Chairperson of the Board of Governors:** Mr Gerard McLroy

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**Controlled Primary School****Enrolment No:** 374**Admission No:** 53**Details of the respective functions of the Board of Governors and the Principal in relation to admission to the school.**

In the event of the school being oversubscribed, the Admissions Criteria stated below, will be applied by the Principal on behalf of the Board of Governors.

**Admissions criteria to be used in the event of the school being oversubscribed. The criteria are listed in order of priority.**

1. The child will be of compulsory school age and resident in Northern Ireland at the closing date for applications.
2. The child will have a sibling currently or previously enrolled at Ashgrove Primary School.
3. The child will have a parent/guardian employed at the school.
4. The child will be the eldest child in the family to apply to a mainstream primary school.
5. The child will live nearest to the school as decided by a digital measurement of a straight line from the centre of their home to the centre of the school using the map on [www.spatialni.gov.uk](http://www.spatialni.gov.uk) to obtain grid references and an Ordnance Survey spreadsheet to calculate distances in metres.
6. The child will be admitted on the basis of the initial letter of the surname as entered on the birth certificate in the order set out below:

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

(This order was determined by a random selection of letters).

In the event of two or more completely identical names, children will be chosen in strict chronological age, the eldest child first. Thereafter a random selection will apply.

**When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed or attached to the application form. Parents should ensure that all information pertaining to their child's application is stated on the application form or attached to it. Verifying documentation will be required.**