

Update on the end of Post Primary Admissions Procedure

23,938 applications have been processed for Primary 7 pupils to date, with 23,665 selected for admissions to schools. Work is continuing to process remaining applications.

It is extremely important that pending applications are considered as quickly as possible to enable them to be moved through preferences as necessary until they have been selected for a school or all preferences have been exhausted.



17 MAY is the final date for processing applications. EA Connect will close for schools at 12 noon on this date.

eaconnect

Access EA Connect - School

<https://connect.eani.org.uk/school>

School users can also access **EA Connect** from C2k 'my schools' tab.

Notification of the outcome of Year 8 applications

An email will be issued on the morning of Saturday 20 May, notifying parents where their child has been offered a place. An email will be sent on Tuesday 16 May to parents who applied online, or provided an email address on their paper application, to advise them of this arrangement.

Depending on the outcome of their child's application, parents will receive one of three emails on 20 May:

1. Child is selected by the school of first preference; or
2. Child is selected by the school which is the second or lower preference; or
3. Child is not yet placed in a school.

Parents will be advised that the offer of a place may be conditional on providing the school with verifying information. If you require verifying documents or wish to send a welcome/induction pack, please ensure that your communication does not arrive prior to Saturday 20 May.

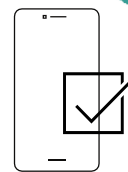
Parents who applied online can also log in to EA Connect to find out where their child has been offered a place. Parents cannot indicate acceptance or refusal via EA Connect, if you require confirmation of acceptance, you should contact parents directly with instructions on how they should respond.

The EA will write to those parents who have applied via a paper application to notify them of the outcome of their child's application.

Admissions Helpdesk

An Admissions Helpdesk will be operating from 9am to 12 noon on Saturday 20 May to assist parents who require support and to answer queries that cannot be clarified via information on the EA website.

The Admissions page of the EA website will be updated on the morning of Saturday 20 May to provide details on which schools have places available, how to submit further preferences if a child has not yet been offered a school place, how to lodge an appeal and how to request a change of school preference.



Admissions



028 9598 5595



postprimaryadmissions@eani.org.uk



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Applications after 20 May

For those parents whose child has not yet been placed in a school, EA will provide information on how to submit further preferences online via EA Connect, for consideration by post primary schools with places available. New applications from parents applying for the first time will also be made via EA Connect. Schools will be able to view applications and notify decisions on further preferences and new applications within EA Connect. Requests for a change of preference will continue to operate in the same way as last year.



Independent Admissions Appeals Tribunals

Parents have a statutory right to appeal the decision of the Board of Governors of any school which had considered and not selected their child's application to an Independent Admissions Appeals Tribunal.

Parents who wish to appeal a school's decision will be able to log into their EA Connect account and submit an appeal(s) between 9am on Tuesday 23 May and 4pm on Thursday 2 June. It is hoped that delaying the opening of appeals until Tuesday will reduce the number of appeals which are submitted hastily and later withdrawn.

The Appeals tab on EA Connect will enable Post Primary Schools to have an immediate view of any appeals submitted by parents and to provide a response on behalf of the Board of Governors to the appeal(s). Schools will have an overview of the status of each appeal with automated email notifications issued when an appeal has been submitted, a hearing is scheduled and the appeal decision is made. Schools will also have a 'Calendar' to view scheduled appeals and update availability to attend appeals. It is planned that all Post Primary appeals will be heard via video or telephone conference call.

Schools will be asked to provide the Board of Governors' response to all appeals by Monday 12 June so that staff can begin to promptly schedule hearings.

Request for information from oversubscribed schools

Experience from previous years indicates that despite the limited scope of the Tribunal, some parents may submit appeals because they consider it is the only way to find out why their child was not selected for admission by a school. We would encourage oversubscribed schools to provide a short factual statement on their consideration of applications for publication by EA. The statement should cover the elements listed below:

1. the number of applications considered;
2. reference to the approved admissions number (and approved temporary variation, where applicable);
3. Indication of the point of oversubscription this year, e.g. criterion/sub-criterion and the cut off reached in the tie-breaker (if applied).

Parents will be signposted to read this information, in addition to the school's admissions criteria. An example statement (not intended to be prescriptive) is provided overleaf.

Feedback from principals who provided an oversubscription statement last year:

“ I definitely think the statement on oversubscription was of great benefit. We received the fewest parental queries/calls in relation to why their child hadn't gained a place and we also had the fewest number of appeals lodged. ”

“ The statement proved to be an extremely effective communication opportunity, especially on the Saturday morning as it provided an opportunity for parents to get key information at the same time they received the placement. ”



Deadline for submitting a brief oversubscription statement is 4pm on Thursday 18 May

 ConnectAdmissionsPostP@eani.org.uk

* If you have any queries regarding the Admissions Procedures, please contact **028 9598 5595** or ConnectAdmissionsPostP@eani.org.uk

* For any queries regarding EA Connect, please contact digital@eani.org.uk

* User guides and FAQs for post primary schools including video tutorials to processing applications on **EA Connect** are available on the online [Admissions Resource Hub](#)

Example Statement on the Point of Oversubscription

School: X High School

Total number of places available: 100 (including 10 additional places approved)

Total number of applications considered: 125

As there were more applications than places available the Board of Governors applied the published admissions criteria.

All 70 applicants who met Criterion 1 'Sibling currently enrolled at X High School' were selected for admission.

A further 40 applicants met Criterion 2 'Eldest child of the family' at which point only 30 places were available.

As set out in the admissions criteria the sub-criteria was applied to determine which applicants meeting Criterion 2 would be selected.

10 applicants met Criterion 2 and Sub-criterion a) 'Children living within the Parish' and were selected.

Oversubscription occurred again at Criterion 2 and sub-criterion b) 'Enrolled in a contributory primary school' where there were 30 applicants for 20 remaining places.

These 30 applicants were considered under the tiebreaker 'Surnames beginning with letters in the random order stated'. 20 applicants up to and including those with surnames beginning with the letter 'G' were selected for admission.

The other 10 applicants meeting Criterion 2 and sub-criterion b) were not selected.

15 applicants did not meet Criterion 2 (they met Criterion 3 i.e. a lower point in the criteria) and were not selected for admission.

Contact us

Admissions staff are available to assist parents and school users.

Admissions Helpdesk

- ☎ 028 9598 5595 (Monday to Friday from 9am to 5pm)
- ✉ postprimaryadmissions@eani.org.uk (parents helpdesk)
- ✉ ConnectAdmissionsPostP@eani.org.uk (priority support mailbox for schools)
- ✉ digital@eani.org.uk

Developed through the EdIS programme, EA Connect is home to a number of key services delivered by EA to support schools and families.

EdIS Latest News

For all the latest updates on EdIS projects, visit www.eani.org.uk



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Key messages for Parents on Notification Day

An email will be issued to parents on the morning of Saturday, 20 May 2023 notifying them of the outcome of their child's application.

Parents do not need to log in to the online portal on Sat 20 May to find out the outcome of their application.

Many parental queries can be answered via our detailed website information: www.eani.org.uk/admissions

From Saturday, 20 May information will be accessible on:

- Making further preferences if a child has not yet been allocated a post- primary place;
- Appealing the decision of a Board of Governors not to admit a child;
- Changing preference to an:
 - Oversubscribed School
 - Undersubscribed School;
- Making a new application where a parent has not previously applied for a post-primary place.

Contacting EA

Our Admissions Helpdesk is open from 9am to 12 noon on Saturday 20 May via

Telephone: 028 9598 5595

Email: postprimaryadmissions@eani.org.uk

Staff will be available to provide support and guidance to parents. Lines are expected to be very busy. We do understand that it can be a very distressing time for children and families when the placement news is not what has been hoped for. While we will try to assist everyone, it is important for parents to remember that decisions on admissions are made by individual schools rather than EA.

Accessing EA Connect

The option to log in to the online portal will be available should parents wish to view their application, its outcome, add additional preferences or lodge an appeal*.

Access via <https://connect.eani.org.uk/parent/Login> using a registered email address and password.

Remember parents do not have to log in to view application outcomes as their email will give this information.

*Admissions Appeals open 23 May 2023 and close 4pm 01 June 2023.