

**Braniel Primary School**  
Ravenswood Park  
Belfast  
BT5 7JU

**Controlled Primary School**

**Enrolment No: 408**  
**Admissions No: 58**

**Telephone: 028 9040 1234**  
**Website: [www.branielps.co.uk](http://www.branielps.co.uk)**

**Principal: Mr Niall Manogue**  
**Chair of Board of Governors: Mrs Daphne Wilson**

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### **Respective Functions of the Board of Governors and Principal in relation to Admissions**

The Board of Governors draws up the admissions criteria and delegates to an Admissions Sub-Committee, which includes the Principal, the responsibility for applying these criteria.

**Our Open Day for prospective Nursery and/or Year 1 parents will be held on Tuesday 16<sup>th</sup> December 2025 from 10.00am – 11.00am, 1.15pm – 2.15pm and 4.30pm – 6.00pm**

**There will be an address from the Principal and short tours of the school and activities available. Individual tours are available for those unable to attend our Open Day. Please contact the school to arrange.**

**Please visit our website ([www.branielps.co.uk](http://www.branielps.co.uk)) or find us on Facebook to find out more about our school.**

### **Admissions Criteria**

During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered. The application procedure opens on 7 January 2026 at 12noon (GMT) and an application submitted by the closing date of 21 January 2026 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 21 January 2026 and up to 4 pm on 26 January 2026 will be treated as a late application, this is also the last date and time for processing a change of preference in exceptional circumstances. After 4 pm on 26 January 2026 no applications will be processed until after the close of procedure on 23 March 2026.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on the application or provided directly to the school. Parents/Guardians should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application or provided directly to the first preference school. Examples of such information include whether the child has brothers/sisters attending the school or is the eldest child in the family.

**NB: Applicants should note that they may be asked to provide documents verifying their address.**

### **Compulsory School Age**

Any child who reaches their 4th Birthday on or before 1st July 2026 is of Compulsory School Age. Under the School Age (NI) Act which became law in Northern Ireland in April 2022, 'compulsory school age' also includes those children who deferred commencing Primary 1 in September 2025 as defined by the new School Age (NI) Act (both groups to be treated equally).

Priority will be given to children resident in Northern Ireland at the time of their proposed admission to the school before those who are not so resident.

### **Year 1 Intake**

The Principal will apply the criteria on behalf of the Board of Governors.

In the event of over-subscription, the Board of Governors will admit pupils in accordance with the following criteria and in the order stated.

- 1 Children who, at the date of their application, have a child of the family currently enrolled at Braniel PS in September 2025; \*

## Admissions criteria for entry September 2026

- 2 Children who, at the date of their application, are enrolled during 2025/26 in Braniel Nursery;
- 3 Children who, at the date of their application, are eldest/only child of the family to be eligible to apply for admission to the school.
- 4 Children whose parent(s) are employees of the school;
- 5 Children who have a parent(s) who attended the Braniel Primary School or Nursery – please provide name of parent and dates of attendance
- 6 All other children

\*Child of the family as defined by the Department of Education and includes siblings, step siblings, fostered, orphaned and adopted children living as a family unit.

### Supplementary Criterion

In the event of over-subscription in the last criteria that can be applied, admission to the school will be decided by the proximity of the parents' home to the school by the shortest public walking route, with those living closest to the school being selected first. In the event of children having the same shortest distance, selection will be by random selection using an online random selection generator.

### Duty to Verify

**The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application.** Parents are required to prove eldest or only child - documents required can include a letter from a member of the Clergy, Solicitor, or Public Servant such as a Health visitor or Education professional to include a pre-school/ Nursery Principal directly involved with the family.

**If the requested evidence is not provided to the Board of Governors by the deadline given, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.**

### Waiting List Policy

This Policy is available from the school.

### Admission to Y1 after the beginning of the school year

Criteria as above

### Y2-Y7 Intake

Criteria 1 and 3-5 above will be applied in that order, subject to the school not exceeding its maximum enrolment number.

### APPLICATIONS & ADMISSIONS TO PRIMARY 1

Year	Total Applications	Total Admissions
2023/2024	43	40
2024/2025	36	36
*2025/2026	35	34

**\*The Total Admissions for year 2025/2026 includes all P1 children admitted to the school including those who have a statement of special educational needs and/or may be attending SPiMS. (SPiMS = Specialist Provision in Mainstream School)**