



# SAINT MARY'S PRIMARY SCHOOL & NURSERY UNIT

Principal: Mr P Gilchrist

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1<sup>st</sup> February 2024

Dear Parents,

As you are aware, the on-line application process for Post Primary Transfer opened on Tuesday 30<sup>th</sup> January and is open until 12.00noon on Thursday 22<sup>nd</sup> February 2024. Please note that applications are not considered on a first come first served basis and Post-Primary schools will only begin to make decisions on which children will be selected for admission after the closing date for applications has passed. You will be able to access it on the EA's website;

[www.eani.org.uk/parents/admissions](http://www.eani.org.uk/parents/admissions)

Before making your application, please ensure you have any required documentation to hand, including your child's birth certificate, which you will need to upload with your application.

It is important that you read the admissions criteria for the schools that you may wish to apply to. All post primary schools have admissions criteria and it is important that you read the admissions criteria of the schools you wish to nominate as a preference. You can nominate many schools in rank order with your first preference at number 1 etc and you will be asked to outline how your child meets the admissions criteria for the schools you have listed.

You can search for admissions criteria by school name on;

<https://www.eani.org.uk/parents/admissions/search-admissions-criteria>

Should you require any advice, assistance or documentation to support your application from the school, please do not hesitate to get in touch with the school office. Alternatively, I will be available on Tuesday 5<sup>th</sup> February and Wednesday 6<sup>th</sup> February from 1.00pm – 3.00pm should you wish to talk with me directly about any queries or advice you may have regarding the Post Primary Transfer procedure.

**A schedule for this will issue through the school website tomorrow (Friday) but you do not have to avail of this if you are secure in your choice of post-primary school. This session will only be for giving advice or guidance on the school selection for post primary, if required.** If none of these dates suit and you still wish to discuss this matter, please contact me directly at [pgilchrist570@c2kni.net](mailto:pgilchrist570@c2kni.net) to arrange a suitable date and time for a meeting.

Yours sincerely

Mr P Gilchrist  
Principal