



153 Roemill Road
Limavady
Co L'Derry
BT49 9EX

Tel: 028 777 68695

www.roevalleyintegrated.co.uk

29th November 2018

Dear Parent/Guardian,

Digital Admissions

[How to apply for a Primary 1 place at Roe Valley Integrated PS for the 2019/2020 school year.](#)

The way in which parents apply for Primary 1 places is changing.

Online applications are being introduced for admission to Primary 1 in the 2019/2020 school year.

If your child is starting primary school in September 2019, you can apply for their place online from **Wednesday 2 January 2019 at 10.00am.**

The closing date and time for primary one applications will be **12.00 midnight on Thursday 31 January 2019.**

Further information on the admissions procedure will be available on the Education Authority website under 'Admissions' from the end of November 2018. Information on how to apply for a place, key dates in the admissions procedure and schools' admissions criteria for September 2019/2020 school year will be available at www.eani.org.uk.

(It is the responsibility of Boards of Governors to draw up our admissions criteria. Where schools are oversubscribed, the Board of Governors/Management Committee must select children for admission by applying our published admissions criteria).

[Help and Support](#)

Roe Valley IPS will host drop in sessions in January 2019 to support you with this process and/or answer any queries you may have. If you would like to be informed of these dates and times please ensure we hold your contact details.

[Also](#) parents can contact our school office on 028 777 68695.



Also if additional information is required or any difficulty is experienced, parents can contact the Education Authority admissions helpdesk on:

0300 200 7824

Or via email - Primary School Admissions - primaryadmissions@eani.org.uk

Adding information and verification documents

Please see our Admissions Criteria for detailed information.

You must provide your child's birth certificate directly to the school listed as first preference.

We also require parents to complete the Roe Valley IPS Pre-Enrolment Information form.

Notification of placement

Letters will be issued on Thursday 9 May 2019 for receipt on Friday 10 May 2019. The letter will be issued by the school in which your child has been placed. If your child is not offered a place the EA will write to you and provide you with information on schools which still have places available at the close of the admissions procedure.

Living outside Northern Ireland at time of application

You can still make an application for a primary place. However, priority is given to children residing in Northern Ireland at the time of their proposed admission.

If you are moving to Northern Ireland, when completing the application, you must use the address you are residing at the time of the completion of your application. Boards of Governors can only use a new address once your child is residing at the new address. You should notify the EA in writing when you have moved and you will need to provide verification of your move. This must be submitted by **4pm on Monday 25 March 2019** in order for schools to take the information into account when applying criteria.

Please contact me at any time for further information.

Yours sincerely

Julie McDonagh
Principal

