Dear Principal

**ADMISSIONS SEPTEMBER 2022 INTAKE**

The time has arrived for parents of P7 children to apply for a post-primary school place, therefore, I would like to provide an update on the admissions process.

**Portal Open**

The online EA Post-Primary Application portal **opened at 12 noon on 1 February 2022 and will close at 4pm on 23 February 2022** for Year 8 post-primary applications.

To start an application parents will be able to click on the ‘Apply Now’ button to access the portal on the EA website [www.eani.org.uk/admissions](http://www.eani.org.uk/admissions).

It is important to note that applications are not considered on a first come, first served basis.

If you are awaiting results of entrance tests for your child, from test providers on Saturday 5th February 2022, you may complete the registration process and partially complete an application, if desired, coming back to complete the remaining details after results are received.

Alternatively, you may wish to wait until results are received before starting your application. The application window is open until 4pm on 23rd February and applications will not be considered by post-primary schools until after the closing date.

**Digital Assistance**

Digital applications are once again strongly encouraged this year. Parents who require digital assistance are being supported by EA staff with the help of interpreters where necessary. Please use the contact details below for more information and assistance.

**The Admissions Helpdesk will operate from 8am to 6pm Monday to Thursday and from 8am to 5pm on Friday until the application window closes on 23 February via telephone: 028 9598 5595 and Email: postprimaryadmissions@eani.org.uk**

If you require any assistance or advice, please feel free to contact me on (028 27662664 or via email [koneill580@c2kni.net](mailto:koneill580@c2kni.net) and I will contact you to talk you through the process and answer any questions you may have.

**Admissions Criteria**

The Admissions Criteria for all post-primary schools is now accessible on the website at <https://www.eani.org.uk/parents/admissions/search-admissions-criteria> and I would encourage you to take time to read the criteria for all schools you are considering listing as a preference in preparation for completing the application for your child.

If you have a query about the published admissions criteria for any school, you can contact the post-primary school directly.

**Key information leaflet to parents**

I sent a text with a link for your attention that will take you to a copy of an information leaflet, ‘*Applying for a Post-Primary School Place’*. This leaflet is also available on the EA website.

**Promotional Video**

A promotional video for parents informing you of the online application process and outlining key messages is available. The video can be viewed with subtitles in six alternative languages and sign language at <https://www.eani.org.uk/parents/admissions/admissions-videos-and-guidance>

**Reminder:**

The application process for P7 children transferring to post-primary school in September 2022 is now open. You can apply online via the EA website www.eani.org.uk between 12.00 noon on Tuesday 1 February 2022 and 4 pm on Wednesday 23 February 2022.

A copy of this letter will be available on the school website to make it easier to click on the EA web links.

Regards

Mr O’Neill

Principal