



**** PLEASE NOTE**

Monday 4th March is the final date and time (not later than 4pm) for Change of Preference in Exceptional Circumstances (CoPEC) request by email to EA from applicants – including all relevant evidence. CoPEC received after this date/time will not be considered. Final date for documents in support of applications. Final for new applications (treated as late). Applications/Documents received after 4pm on 4th March 2024 will not be processed until the close of the post primary admissions procedure. Last date for applicants to communicate FSME New Applications (treated as late) Documents in support of applications

Post Primary Admissions Timeline
September 2024 Admissions

- **Monday 4th December 2023** – Transition Day for Primary 7 pupils to visit the school.
- **Thursday 11th January 2024** – Admissions Criteria published on EA website and School website.
- **Friday 19th January 2024** – Open Events commencing at 12.30pm, contact the school office to arrange an appointment.
- **Tuesday 30th January 2024** – Admissions portal opens at 12 noon for Primary 7 parents to process applications.
- **Thursday 22nd February 2024** – Admissions portal closes at 12 noon for Primary 7 parents to process applications. An application received after 12 noon on 22nd February will be treated as **late**.
- **Monday 4th March 2024** – Admissions final date and time (not later than 4pm) for Change of Preference in Exceptional Circumstances (CoPEC) request by email to EA from applicants – including all relevant evidence. CoPEC received after this date/time will not be considered. Final date for documents in support of applications. Final for new applications (treated as late). Applications/Documents received after 4pm on 4th March 2024 will not be processed until the close of the post primary admissions procedure. Last date for applicants to communicate FSME.
- **Friday 8th March 2024** – Admissions First preferences to be selected by post primary schools and confirmed to EA.
- **Thursday 25th April 2024** – Last date for schools to request temporary variations from DE. Requests received after this date may not be progressed.
- **Wednesday 15th May 2024** – Close of Year 8 Transfer Procedure. Schools will prepare any correspondence for issue to parents.
- **Saturday 18th May 2024** – Parent notified online through the parent's portal. School may issue their own letter to applicants on this day.
- **Tuesday 21st May 2024** – Date from which parents can lodge a Year 8 Post Primary Appeal – Online Appeal Portal opens at 9am
- **Thursday 30th May 2024** – Deadline for receipt of appeal forms against Year 8 decisions by post-primary schools, no later than 4pm
- **June/July/August 2024** – Independent Tribunals hear appeals.

SCHOOL ADMISSIONS PROCESS

BELFAST MODEL SCHOOL FOR GIRLS

SEPTEMBER 2024



ANNOUNCEMENT TO PARENTS

Open Events for Transfer 2024 will be held on Friday 19th January 2024 from 12.30pm – 3.30pm appointment via school office

Transition Day for all Primary 7 pupils will be held on Monday 4th December 2023. Details will be supplied to all feeder primary schools.

Belfast Model School for Girls Admission Criteria for September 2024 will be published by the Education Authority on the EANI website on Thursday 11th January 2024

Parents must apply online through the Parents Portal on the Education Authority Website. Parents must register on the portal if they haven't already done so. For more information, please visit <https://www.eani.org.uk/parents/admissions/post-primary-admissions-guide>

THE APPLICATION PROCESS



The application process will open at 12 noon on Tuesday 30th January and will close at 12 noon on Thursday 22nd February. Any late applications after this date must be discussed with the Post-Primary Admissions Team at the EA.



All amendments must be discussed with Post-Primary admissions at EA. This includes amendments to an application, additional information for an application and changes in school preference.



Parents will be informed through the Parents Portal on the EA website of their daughter's place at a Post-Primary School on Saturday 18th May 2024. The Post-Primary Admissions Team at EA will be available for any queries or concerns from parents via the Admissions Helpdesk.

APPLYING FOR A PLACE AT BELFAST MODEL SCHOOL FOR GIRLS

Parents are asked to carefully read the school Admissions Criteria, providing information to support each criterion that is relevant to your application.

Parents can also upload any documents which support the criteria met. Documents include birth certificate, proof of address, proof of only/eldest child, name, date of birth and attendance dates of any siblings attending or attended BMSG/BBMS.

Parents are asked not to contact the school to enquire of their daughter's place or to make amendments to their application if they have chosen Belfast Model School for Girls as their first preference Post-Primary school.

Should the school reach full admission numbers when the application process ends, a waiting list will be put in place and parents will be informed should a place become available. The waiting list will be based on criteria met by each application.

USEFUL LINKS FOR PARENTS



School Website

<http://belfastgms.org/site/>



School Prospectus

<http://belfastgms.org/site/about/school-prospectus/>



School Criteria

<http://belfastgms.org/site/parents/primary-7-transfer-year-8-admissions-criteria/>



EA Post-Primary Admission
Guidance

<https://www.eani.org.uk/parents/admissions/post-primary-admissions-guide>



Post-Primary Admissions

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