

Exemplar emails to Parents re Outcome of Applications to be issued via EA Connect

Appendix A: Selected at first preference.

(Separate versions for Primary, Pre-School and Reception Applications)

PRIMARY APPLICATION VERSION

Dear Parent/Guardian

Application No: 2088

Further to your application for a primary place, on behalf of the Board of Governors I wish to inform you that Jasmin has been offered a place in Abbey PS (Newtownards) (1st Preference).

Please note that in some schools this offer of a place may be conditional on you providing verifying documents. Where required the school will be in contact with you in due course and will indicate which documents are needed in line with its admissions criteria.

ACCEPTING PLACE

It is important that you log in to <https://connect.eani.org.uk/parent> to indicate acceptance of your child's place as soon as possible.

- Click on your child's name and on the three dots at the right of the grey box;
- Select 'View Outcome' and 'More Information';
- Click 'Accept', read the pop up message carefully and click on 'Accept' again.

In the unlikely event of you deciding to reject the place offered you may click the 'Reject' button on the portal. It is strongly recommended that you read very carefully the important information which sets out what can happen if a place offered is rejected.

Primary Transport applications for 2024-2025 academic year will be available on EA Connect from Monday 29 April at 12 noon. To check eligibility and apply for home to school transport, log on to EA Connect <https://connect.eani.org.uk/parent> and select Transport Services.

I wish your child every success in his/her primary education.

Regards

Donna Allen

Interim Director of Operations & Estates

Education Authority

North West Teachers' Centre, 24 Temple Road, Derry, BT47 6TJ

Email: primaryadmissions@eani.org.uk

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PRE-SCHOOL APPLICATION VERSION

Dear Parent/Guardian

Application No: 2067

Further to your application for a funded pre-school place, on behalf of the Board of Governors/Management Committee I wish to inform you that Daire has been offered a funded place in Banbridge Nursery School (1st Preference).

Where the name of pre-school includes abbreviation(s) these are defined as:

PG = Playgroup; PS NU = Primary School Nursery Unit; NS = Nursery School; PT = Part-time; FT = Full-Time

Please note that in some pre-schools this offer of a funded place may be conditional on you providing verifying documents. Where required the pre-school will be in contact with you in due course and will indicate which documents are needed in line with its admissions criteria.

For the small number of pre-schools who provide a morning and afternoon session, the placing in a session is a separate process to the offer of a funded place, where applicable the pre-school will contact you.

ACCEPTING PLACE

It is important that you log in to <https://connect.eani.org.uk/parent> to indicate acceptance of your child's place as soon as possible.

- Click on your child's name and on the three dots at the right of the grey box;
- Select 'View Outcome' and 'More Information';
- Click 'Accept', read the pop up message carefully and click on 'Accept' again.

The pre-school will be in contact with you in due course.

In the unlikely event of you deciding to reject the place offered you may click the 'Reject' button on the portal. It is strongly recommended that you read very carefully the important information which sets out what can happen if a funded place offered is rejected.

I wish your child every success in his/her pre-school education.

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Appendix A: Selected at first preference.
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Regards

Donna Allen

Interim Director of Operations & Estates

Education Authority

North West Teachers' Centre, 24 Temple Road, Derry, BT47 6TJ

Email: preschooladmissions@eani.org.uk

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RECEPTION APPLICATION VERSION

Dear Parent/Guardian

Application No: 1399

Further to your application for a reception class place in a primary school, on behalf of the Board of Governors I wish to inform you that Hannah has been offered a place in All Children's Integrated PS (Newcastle) (1st Preference).

Please note that in some schools this offer of a place may be conditional on you providing verifying documents. Where required the school will be in contact with you in due course and will indicate which documents are needed in line with its admissions criteria.

ACCEPTING PLACE

It is important that you log in to <https://connect.eani.org.uk/parent> to indicate acceptance of your child's place as soon as possible.

- Click on your child's name and on the three dots at the right of the grey box;
- Select 'View Outcome' and 'More Information';
- Click 'Accept', read the pop up message carefully and click on 'Accept' again.

In the unlikely event of you deciding to reject the place offered you may click the 'Reject' button on the portal. It is strongly recommended that you read very carefully the important information which sets out what can happen if a place offered is rejected.

I wish your child every success in his/her new school.

Regards

Donna Allen

Interim Director of Operations & Estates

Education Authority

North West Teachers' Centre, 24 Temple Road, Derry, BT47 6TJ

Admissions Helpdesk: Telephone: 028 9598 5595 open 9am – 5pm Monday to Friday

Email: primaryadmissions@eani.org.uk