

St Mary's Primary School Nursery Unit
122 Old Mountfield Road
Omagh
BT79 7LT

Principal: Mrs C McAuley
Chair of Board of Governors: Mr Niall McKenna

Voluntary Maintained Nursery Unit
Admissions No: 26 (Part-time)
Nursery Opening Times: 9:00am – 12noon

Telephone: 028 8224 2313
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Respective Functions of the Board of Governors in relation to admissions.

The Admissions Criteria will be applied by the Board of Governors.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the application form. Parents/guardians should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application form or attached to it. Examples of such information include whether the child/children has or have had brothers or sisters attending or have attended the school, including dates of attendance etc.

Children who are not normally resident in Northern Ireland will not be considered for places, until all children who live in Northern Ireland have been considered. The Board of Governors has determined that, in the event of there being more applicants than places available, the following criteria will be applied, in the order set down, to select children for the available places.

Preference will be given to those applications that place St Mary's Primary School Nursery Unit as their 1st choice of pre-school provision.

Admissions Criteria

A timetable of pre-school admissions procedures setting out the dates by which an application is to be submitted is available at www.eani.org.uk/admissions under 'Pre-School Admissions'. During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered.

The application procedure opens on 7 January 2021 at 12noon (GMT) and an application submitted by the closing date of 29 January 2021 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 29 January 2021 will be treated as a late application.

As the pre-school admissions procedure is in two stages the timetable also specifies the relevant dates at Stage 2 which will determine if an application is to be considered as punctual or late.

Statutory Criteria

- 1 Children from socially disadvantaged circumstances born between 2 July 2017 and 1 July 2018 who reside(s) in the Parish of Cappagh.
- 2 Children from socially disadvantaged circumstances born between 2 July 2017 and 1 July 2018.
- 3 Children born between 2 July 2017 and 1 July 2018 whose parent(s)/guardian(s) reside in the Parish of Cappagh.
- 4 Children born between 2 July 2017 and 1 July 2018.

Note: Children from 'socially disadvantaged circumstances' means a child whose parent is in receipt of (i) Income Support, or (ii) Income-based Jobseeker's Allowance, or (iii) an award of Income Support which has been converted into an Employment and Support Allowance and the level of benefit remains the same, or (iv) Universal Credit. When parents apply for places for their child on this basis they must provide Benefit Verification to confirm that they are in receipt of a qualifying payment. This should be provided to the Pre-School of first preference and the application procedure for Pre-School will outline how this can be submitted.

Non Statutory Criteria

- 5 Children born between 2 July 2018 and 1 July 2019 from the Parish of Cappagh in chronological order of age, oldest child first.
- 6 Children born between 2 July 2018 and 1 July 2019 in chronological order of age, oldest child first.

Sub-Criteria

In the event of more pupils satisfying the last statutory criterion which can be applied, then selection for the remaining places will be on the basis of the following sub-criteria, applied in order.

- 1 Children with a brother(s)/sister(s)/half-brother(s)/half-sister(s) presently enrolled in St Mary's Primary School or Nursery Unit.
- 2 Children who in the opinion of the Board of Governors has special home circumstances, considered in the following

order:

- (a) A child/children who has one or both parents deceased.
 - (b) A child/children whose parent(s)/guardian(s) has/have a long term illness – medical evidence required.
 - (c) A child/children from a family of three or more pre-school children.
 - (d) Children who are twins (or other multiple births).
 - (e) A child/children who are currently on the “at risk” register maintained by Western Health and Social Care Trust.
- 3 Other children.

In the event of oversubscription in the last criterion which can be applied, then selection for all places remaining in this category will be on the basis of the initial letter of the surname as stated on the birth certificate, in the order set out below:

A K D R E M Mc Mac U C G H P T J N B W V S Z X L I F Y O Q

The order was determined by a randomized selection of letters of the alphabet. In the event of surnames beginning with the same letter the subsequent letters of the surnames will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initial of the forenames as stated on the birth certificate will be used.

Pupils who are already in nursery places and wish to remain for another year MUST reapply.

It is important that parent(s)/guardian(s) when submitting the application form give all the relevant supporting information and written evidence that may be needed. Where applicable, Benefit Verification forms must be appropriately stamped. If a place is offered on the basis of incorrect or misleading information then the Board of Governors may withdraw the offer. All criteria will apply as at closing date on application form.

If parents have any difficulty completing the form they should consult the Principal of the school.

Duty to Verify

Applicants should note that they will be required to produce documents verifying their address. All applications should provide any two of the following four documents;

- A bank or building society statement which shows the address at which the child is resident;
- A utility bill (for instance electricity, gas, Television Licence, telephone) which shows the address at which the child is resident;
- A letter awarding Child Benefit to the child or another letter relating to this benefit;
- Mortgage Statement, Rental Agreement or LPS Rate Bill

If the requested evidence is not provided to the Board of Governors by the deadline given, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.

Waiting List Policy

The school's policy on the consideration of applications after the Open Enrolment Admissions procedures concludes on 9 June 2021 is available directly from the school. Should a vacancy arise, the above criteria will be applied to select pupils from our Waiting List.

The same Admissions Criteria will be used for applicants after 1 September for part-time admissions.