

Earlview Primary School Nursery Unit
2 Manse Drive
New Mossley
Newtownabbey BT36 5US

Controlled Nursery Unit
Admissions No: 26 (Full-time)
Session Times: 9:00am – 1:45pm

Telephone: 028 9034 2203

Fax: 028 9083 0228

Principal: Mr R Smyth

Chair of Board of Governors: Rev P Jones

E-mail: rsmyth579@c2kni.net

Website: www.earlviewprimary.co.uk

OPEN DAY: Wednesday 20 November 2019 at 11am and 6.30pm (See website and Facebook)

Respective Functions of the Board of Governors and the Principal in relation to admissions.

The Board of Governors will determine the Admissions Criteria. The criteria will be applied by the Principal on behalf of the Board of Governors.

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 2020 at 12noon (GMT) and an application submitted by the closing date of 30 January 2020 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 30 January 2020 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.

Admissions criteria to be used in the event of the school being oversubscribed. The criteria are listed in order of priority.

Children will be admitted according to the following statutory criteria:

1. Children from socially disadvantaged circumstances in their final pre-school year i.e. born between 2 July 2016 and 1 July 2017 (inclusive);
2. Children not falling within sub-paragraph (1) in their final pre-school year;

and who at the time of their proposed admission will not have a pre-school education place, whether full-time or part-time, at another school or any other premises.

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 have their Benefit Verification stamped by the Social Security /Jobs and Benefits Office to confirm that they are in receipt of a qualifying payment. This should then be sent by the parent directly to the provider of first preference.

In the event of the enrolment number being exceeded on the application of a statutory criterion the sub-criteria set out below will be applied in the order indicated:-

Sub-criteria

- a. Children who are resident in Northern Ireland at the time of application.
- b. Children will be admitted in accordance with the preference for Earlview Nursery Unit named on the application form i.e. those whose form indicates a first preference will be selected before those whose form indicates a second or subsequent preference, second preferences will be selected before third or subsequent preferences etc.
- c. Children who have a "child of the family" currently attending Earlview Primary School (P1 – P7). Names and classes must be written on the application form.
- d. Children who, at the time of application, have an older "child of the family" who has applied for a P1 place with Earlview Primary as their first preference. Names must be written on the application form.
- e. Children who are the only/oldest "child of the family" suitable for mainstream education in the family and are attending Earlview Nursery Unit at the time of application.
- f. Children who have a "child of the family" who previously attended Earlview Primary School (P1 – P7). Names and dates of attendance must be written on the application form.
- g. Children who are the only/oldest "child of the family" suitable for mainstream education. (If there are more applications than places available at this stage, preference will be given to children whose permanent place of residence is in New Mossley estate). **Proof of address will be required along with the application form.**

- h. Remaining places will be selected on the basis of initial letter of surname (as entered on Birth Certificate) in the order set out below:

c j g b m u a d v z n p e w t y l o k r i q f h x s

This order was determined by a randomised selection of the letters of the alphabet.

In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initial letter and subsequent letters of the forenames will be used.

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 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.

Criteria for children not in their final pre-school year

(Stage Two in Admissions Procedure)

- i. Children will be admitted in accordance with the preference for Earlview Nursery Unit named on the application form i.e. those whose form indicates a first preference will be selected before those whose form indicates a second or subsequent preference, second preferences will be selected before third or subsequent preferences etc.
- ii. Remaining places will be selected on the basis of initial letter of surname (as entered on Birth Certificate) in the order set out below:

c j g b m u a d v z n p e w t y l o k r i q f h x s

This order was determined by a randomised selection of the letters of the alphabet.

In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initial letter and subsequent letters of the forenames will be used.

In the case of a nursery place becoming available after the beginning of the school year, the admissions criteria will be applied.

Duty to Verify

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form.

The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

Waiting List Policy

Should a vacancy arise after the Open Enrolment Admissions procedure concludes, applicants will be considered using the school's waiting list policy which can be found on our school website www.earlviewprimary.co.uk