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| Strathfoyle Nursery School | Controlled Nursery School |
| 26 Clonmeen Drive | Admissions No: 52 (Full-time) |
| Strathfoyle | Opening Times: 8:45am – 1:15pm |
| Londonderry BT47 6UP |  |
|  | Telephone: 028 7186 0322 |
| Principal: Ms L Fox BA (Hons) Dip Ed SEN | Fax: 028 7186 1873 |
| Chair of Board of Governors: Mr M Kelly | E-mail: strathfoylens@eani.org.uk |

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

The Admissions Criteria will be applied by a Selection Committee consisting of the Principal and three Governors subject to the final approval of the Board of Governors. Responsibility for the application of the admissions criteria after the Selection Meeting will be delegated to the principal subject to the final approval of 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.

# 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](http://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.

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.

Priority will be given to all children who have selected Strathfoyle Nursery School as 1st Preference.

The Board of Governors have 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:

The application procedure opens on 9 January 2024 at 12noon (GMT) and an application submitted by the closing date of 26 January 2024 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 26 January 2024 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 in their final pre-school year who were born:
	* on or between 2 July 2020 and 1 July 2021 (inclusive) and whose parents have not exercised their right to defer their child’s entry to primary school; or,
	* on or between 1 April 2020 and 1 July 2020 (inclusive) or were due to be born on or between those dates but were born earlier; and,
		+ have not attended or are not currently attending a funded pre-school setting under the Pre-School Education Programme as a target aged child; and,
		+ that child’s parent has completed a request to defer their child starting P1 until September 2025.

***Note: Children from ‘socially disadvantaged circumstances’ means a child whose parent has an entitlement to (i) Income Support, or (ii) Income-based Jobseeker’s Allowance, or (iii) Income related Employment and Support Allowance, or (iv) Universal Credit. When parents apply for places for their child on this basis they must provide Benefit Verification to confirm that they have an entitlement. The application procedure for Pre-School will outline how Benefit Verification can be submitted.***

1. Children not from socially disadvantaged circumstances (as defined above) who are in their final pre-school year (as defined by criterion 1).

# Sub Criteria

If there are more pupils who satisfy the last criterion which can be applied, then selection for the remaining places will be on the basis of the following sub-criteria, in the order set down below:

1. Children who have a brother(s)/sister(s), step-brother(s)/step-sister(s), foster/adopted brother(s)/sister(s) currently attending/having previously attended Strathfoyle Nursery School. (As verified by the current Attendance Registers. Parents/guardians must clearly record the full name(s), date(s) of birth, and year(s) that siblings have attended so that previous attendance registers can be checked).).
2. Eldest/only child of the family.
3. Children whose parents/guardians have previously attended Strathfoyle Nursery School.
4. Other children.

In the event of over-subscription in the last sub-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 per the birth certificate in the order set out below:

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

The order was determined by a randomised selection of letters carried out by the governors of the school at a meeting on 6/11/23

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 2 identical surnames the alphabetical order of the initials of the forenames as per the birth certificate will be used.

# Non-Statutory Criteria

1. Children who were born:
	* on or between 1 April 2020 - 1 July 2020 (inclusive), or were due to be born on or between those dates but were born earlier; and have attended or are currently attending a funded pre-school setting under the Pre-School Education Programme as a target aged (not penultimate aged) child; and, that child’s parent has completed a request to defer their child starting P1: or,
	* on or between 2 July 2021 and 1 July 2022 (inclusive); or,
	* on or between 1 April 2021 and 1 July 2021 (inclusive) or were due to be born on or between those dates but were born earlier; and that child’s parent has completed a request to defer their child starting P1 until September 2026.

**Tie Breaker – Non Statutory Criteria 3**

Children within Criteria 3 will be selected in Chronological Order of Age – eldest child first. In the event of two or more children having the same DOB the above random selection of letters will be used.

# It is important that parents/guardians when submitting the application form give all the relevant supporting information and written evidence that may be needed including the child’s original birth certificate.

Applicants should note that where an address contained within an application qualifies it for admission, then the address will be verified. To enable the Board of Governors to verify the addresses, all applicants should provide any 2 of the following 4 documents.

* A bank or building society statement which shows the address at which the child is resident in the name of one or both parents/guardians.
* A recent utility bill (eg electricity, gas, TV 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 from relevant Government Bodies.
* Drivers Licence which shows the address at which the child is resident.

If parents/guardians have any difficulty in completing the form then they should consult the Principal of the school.

# 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 applicant’s Application Form.

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

Those placed on the school waiting list at the end of Stage 1 (25 April 2024) will be able to avail of any non-accepted places in the order according to the admissions criteria. After the end of Stage 2 (11 June 2024) all unplaced application forms and late application forms will be jointly addressed using the original Admissions Criteria and it will be applied in the same manner.

# Full-time Admissions Criteria after 1 September 2024

The same criteria will be used for applications after 1 September 2024.

# Parents/Guardians should also note that if their child is seeking nursery provision for the 2nd year they MUST reapply.