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| St Mary’s Primary School Nursery Unit | Maintained Nursery Unit |
| 31a Elmgrove Park | Admissions No: 52 (Part-time) |
| Newcastle | Session Times – Morning Session (26): 8:50am – 11:20am |
| BT33 0BA | Afternoon Session (26): 12:30pm – 3:00pm |
|  |  |
| Principal: Mr Declan Murray | Telephone: 028 4372 3730 |
| Head of Nursery Unit: Miss Catherine Conaghan | E-mail: dmurray538@c2kni.net |
| Chair of Board of Governors: Dr Gavin Devlin |  |

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

The Board of Governors draws up the admissions criteria and delegates to a Selection Committee consisting of the Principal and three Governors and subject to the final approval of the Board of Governors, the responsibility for applying these criteria.

**Open Night:** Our Open Night for prospective Nursery Unit children (September 2023) will take place on Thursday 12th January from 6.30 – 8.00pm. It will begin with an address from the Principal at 6.30pm in the Assembly Hall.

**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.

The application procedure opens on 10 January 2023 at 12noon (GMT) and an application submitted by the closing date of

27 January 2023 at 12noon (GMT) will be treated as a punctual application.    An application received after 12noon (GMT) on 27 January 2023 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.

The Board of Governors has determined that, in the event of more applicants than the places available, the following criteria will be applied in the order set down, to select children for the available places.

***Statutory Criteria***

1. Children from socially disadvantaged circumstances in their final pre-school year who reside in the Parish of Maghera who were born:
2. on or between 2 July 2019 and 1 July 2020 (inclusive) and whose parents have not exercised their right to defer their child’s entry to primary school; or,
3. on or between 1 April 2019 and 1 July 2019 (inclusive) or were due to be born on or between those dates but were born earlier; and,
* have not attended or are not attending a funded pre-school setting under the Pre-School Education Programme as a target child; and,
* that child’s parent has completed a request to defer their child starting P1 until September 2024
1. Children not from socially disadvantaged circumstances (as defined above) who are in their final pre-school year (as defined in criterion 1) who reside in the Parish of Maghera.
2. Children from socially disadvantaged (as defined above) who are in their final pre-school year (as defined in criterion 1) who reside outside of the Parish of Maghera.
3. Children not from socially disadvantaged (as defined above) who are in their final pre-school year (as defined in criterion 1) who reside outside of the Parish of Maghera.

***Non-statutory Criteria***

5 Children who were born:

1. On or between 1 April 2019 – 1 July 2019 (inclusive) or were due to be born on or between these 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,
2. On or between 2 July 2020 and 1 July 2021 (inclusive); or,
3. On or between 1 April 2020 and 1 July 2020 (inclusive) or were due to be born between those dates but were born earlier; 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.***

***Sub-Criteria***

In the event of more pupils satisfying the last criterion which can be applied 1-5, then selection for the remaining places will be on the basis of the following sub-criteria applied in the order set down:

1. Children with a brother/sister (half-brother/sister) who has attended or currently attends St Mary’s Primary School or St Mary’s Nursery Unit.
2. First or only child in the family.

***In the event of being over-subscribed, in any one of the above criteria, taken in order, the following sub criterion will be applied:*** (a) The proximity of the home to the school as measured by the shortest walking distance by road using Google Maps distance tool.

Parents who wish their child to be considered under any particular criterion should include the relevant information on the application form.

**Duty to Verify**

The Board of Governors of St. Mary’s Primary School and Nursery Unit reserves the right to require such supplementary evidence as it may determine to support or verify information on any 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**

The Waiting List Policy is available directly from the school.