

Drumnamoe Nursery School
Levin Road
Lurgan
Craigavon BT67 9EU

Maintained Nursery School
Admissions No: 52 (Full-time), 52 (Part-time)
Full-time Session (52): 9:00am – 1:30pm
Part-time Morning Session (26): 9:00am – 11:30am
Part-time Afternoon Session (26): 12:15pm – 2:45pm
Mid-day meal available (full-time only)

Principal: Mrs F McDonald BEd DASE Dip. P.D (SEN) MEd PQH
Chair of Board of Governors: Mr Brendan Headley

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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 responsibility for applying these criteria to an Admissions Sub-Committee who will apply the admissions criteria in the order indicated below to identify which children are to be admitted. Any reference herein to the term the Board of Governors includes any Sub-Committee appointed by the Board of Governors for the purposes of applying the admissions criteria. The criteria will be applied separately to applicants for full-time and part-time places.

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 10 January 2022 at 12noon (GMT) and an application submitted by the closing date of 28 January 2022 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 28 January 2022 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.

- 1 Children from socially disadvantaged circumstances born between 2 July 2018 and 1 July 2019 (both dates inclusive).

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.

- 2 Children not from socially disadvantaged circumstances born between 2 July 2018 and 1 July 2019 (both dates inclusive).

Admissions Sub-Criteria

In the event of oversubscription within either of the above criteria the children to be selected for admission will be identified by giving priority to:-

- (i) Children in their final pre-school year who have listed Drumnamoe as their first preference.

Randomised Selection:

In the event of over subscription within any of the above criterion, remaining places will be allocated on a randomised selection basis

A list of applicants will be provided to the school by the EA. Using that list, each applicant will be allocated a number in ascending order, i.e. the applicant at the top of the list will be allocated number 1, the next applicant, number 2 and so on until all applicants have a number. The random number generator on Random.org will be used to select numbers from the above list. An applicant whose number is generated will be allocated a place in school. This method will be used until the remaining full time places have been allocated.

It will also be used in the event of over subscription of part-time places for target aged children. The random selection will be carried out by the Sub-Committee of the Board of Governors, which will include the Principal.

(In the case of twins/multiple births, these applications will be treated as one application in the process). The only documentation required is an original Birth Certificate in order to verify the age of a child.

Children in their penultimate pre-school year

In the event of there being places remaining after applying the criteria to all children in their final pre-school years, i.e. those born between 2 July 2018 and 1 July 2019 (inclusive), those remaining places will be allocated to children in their penultimate pre-school year, i.e. those born between 2 July 2019 and 1 July 2020 (inclusive). The places will be allocated according to chronological age, beginning with the oldest.

Where two or more children have the same date of birth (except twins or multiple births) final selection will be on the basis of the alphabetical order of the surnames. If two or more children have the same surname the alphabetical order of the first forename will be used and if required thereafter subsequent forenames.

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

The Board of Governors of Drumnamoe Nursery School operates a waiting list of those children who do not get placement. Should a vacancy arise after issue of placement letters, all applications for admission that were initially refused, new applications, late applications and applications where new information had been provided, will be treated equally and the published criteria applied. The waiting list will be in place until the end of the academic year.