

28 April 2020

To the Parent/ Guardian of

Forename Surname

Apt, House name

House No Address 1

Address 2, Address 3

Town

Postcode Country

Dear Parent / Guardian

PRE-SCHOOL EDUCATION – 2020/21 SCHOOL YEAR

Name of Child: Forename Surname Date of Birth: DOB Student ID: Stud ID

Further to your application for a funded place under the Pre-School Education Programme, on behalf of the Board of Governors or Management Committee I wish to inform you that your above-named child is being offered a place in **School**.

Where the name of pre-school includes abbreviation(s) these are defined as:-

PG = Playgroup; **PS NU** = Primary School Nursery Unit; **NS** = Nursery School

PT = Part-time; **FT** = Full-Time

For a small number of playgroups or schools this offer of a place may be conditional on you providing them with verifying information in line with their published admissions criteria. In this case, if the playgroup or school named above requires further information, they will write to you separately, when it is possible for them to do so.

If you are accepting the funded place offered you should email the playgroup or school to advise. The playgroup or school who has been able to offer your child a funded place will contact you at a later date to advise you about any induction arrangements.

If you are not accepting the funded place offered, you should email the playgroup or school and provide your reasons for declining the offer and copy preschooladmissions@eani.org.uk into your email.

Details on how to find the playgroup or school email address is provided below.

If you had nominated a nursery school/nursery unit or community nursery school on your child's application form in preference to this setting, there is provision for an appeal against the decision of the Board of Governors of the school in not selecting your child. In addition, if you nominated a full-time place in the school named above at a higher preference to the place offered you also have the right of appeal against the decision of the Board of Governors of that school listed.

“To inspire, support and challenge all our Children and Young People to be the best that they can be.”

Education Authority

1 Hospital Road, Omagh, Co Tyrone, BT79 0AW

T: +44 (0)28 9598 5595 E: preschooladmissions@eani.org.uk W: www.eani.org.uk

There is no right of appeal where a parent has indicated that they would prefer a morning part-time place but an afternoon part-time place has been offered (or vice versa). There is also no right of appeal against a decision by a voluntary or private playgroup provider not to admit your child. Parents who have been unsuccessful in obtaining a playgroup place for their child may contact the provider to discuss the reason for this.

An appeal may only be made on the grounds that the Board of Governors did not apply or did not correctly apply its published admissions criteria for selecting pupils for admission to the school, in deciding not to admit your child. You may wish to contact the Nursery School/Nursery Unit or Community Nursery School which has not selected your child for admission to discuss the reason why he/she was not offered a place, to assist you in deciding whether to appeal the decision. An Appeals Tribunal cannot uphold an appeal on any grounds other than those related to a school's published admissions criteria.

If you wish to appeal against the decision of a Board of Governors not to admit your child, you can access further information on the appeals procedure and an appeal form at www.eani.org.uk/admissions . You must submit your completed appeal form **by 4.00pm on Wednesday 13 May 2020**. EA is investigating how and when admissions appeals may be able to take place, given the ongoing pandemic.

Should you have any queries about this letter you can check the guidance on the Education Authority website www.eani.org.uk/admissions . You may also contact the playgroup or school via email in the first instance (contact details for all playgroups/schools are available on the EA website <https://www.eani.org.uk/search-schools>) or alternatively contact EA Admissions staff by emailing preschooladmissions@eani.org.uk

Yours faithfully

Dale Hanna
Director Operations and Estates

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