

Good Shepherd Primary School Nursery School  
42 Dungiven Road  
Waterside  
Derry BT47 6BW

Voluntary Maintained Nursery Unit  
Admissions No: 52 (Full-time)  
Nursery Opening Times: 8:45am – 1:15pm

Principal: Mrs S. McCafferty B.Ed M.Ed PQHNI  
Chair of Board of Governors: Mr P. Duffy

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Website: [www.goodshepherdps.net](http://www.goodshepherdps.net)

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

The Admissions Criteria will be applied by an Admissions Committee consisting of the Principal and at least four Governors.

Children who are not normally resident in Northern Ireland at the time of proposed admission will not be considered for places until all children who reside in Northern Ireland have been considered. The Board of Governors have determined that, in the event of more applicants than places available the following criteria will be applied, in the order set down, to select children for the available 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](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 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.

**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.**

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

Within Criterion 2 preference will be given firstly to children who have chosen Good Shepherd Primary and Nursery School as their first preference choice.

### Sub-Criteria

In the event of there being more applicants satisfying the last criterion which can be applied, then selection for the remaining places will be based on the following sub-criteria:

- (a) Children whose brother(s)/sister(s), half-brother(s)/sister(s), step-brother(s)/sister(s) or legally adopted brother(s)/sister(s) are presently enrolled in Good Shepherd Primary & Nursery School (**Please state their name on your application**).
- (b) Children whose parent(s)/guardian(s) reside in the Parishes of Glendermott or Ardmore (no order of preference applies).
- (c) Children, who in the opinion of the Board of Governors, have special home circumstances/special needs, will be considered in the order set down below:
  - 1) A 'looked after' child

- 2) Other child/parent/guardian with a long term illness – medical evidence is required.
  - 3) A child who has one or both parent(s)/guardian(s) deceased.
  - 4) A child from a family of 3 or more pre-school children.
  - 5) Children who are twins or other multiple births.
- (d) 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, this order having been determined by a randomised selection:-

**U C N X D I K P Q Y B E M Z R T F W V J O O' Mac G H S Mc L A**

In the event of surnames beginning with the same letter the subsequent letters of the surnames as indicated on the birth certificate will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames will be used.

### Non-statutory criteria

**Note: Applications falling under Criterion 3 are processed only during Stage 2 of the admissions process, after final pre-school year (Statutory 1 and 2) applications.**

3. 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 Criterion 3

Children within Criterion 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 parent(s)/guardian(s) when submitting the application form provide all the relevant supporting information and written evidence that may be needed, including the child's birth certificate.** If a place is offered on the basis of incorrect or misleading information, then the Board of Governors may withdraw the offer. All criteria will apply as at closing date on application form.

If parent(s)/guardian(s) experience difficulty in completing the form, they should consult the Principal.

### Applications after 1 September 2024

The same criteria will apply.

Parent(s)/Guardian(s) should note that if their child is seeking nursery provision for the 2<sup>nd</sup> year they MUST reapply via the online Application procedure.

### 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.

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

Should a vacancy arise after the Open Enrolment Admissions procedure concludes, all applications for admission to Nursery for September 2024 that were initially unsuccessful will be automatically added to our waiting list and the published criteria

## Admissions criteria for entry September 2024

applied. The waiting list will remain in place until June 2025. The school will contact parents/guardians if a place becomes available. Parents/Guardians are asked to contact the school if you wish for your child's name to be removed from the list.

The 'School's Waiting List Policy' on the consideration of applications after the Open Enrolment Admissions procedure concludes, is available directly from the school, or can be accessed on our school website. Should a vacancy arise, the above criteria will be applied in order to select pupils.