

Admissions criteria for entry September 2025

Hollywood Nursery School
66 Church Road
Holywood
BT18 9BU

Controlled Nursery School
Admissions No: 78 (Part-time)
Session Times – Morning Session: 9.00am – 11.30am
Afternoon Session: 12.00 noon – 2.30pm

Principal: Ms C Majury BEd (Hons) DASE PQH

Telephone: 028 9042 5012

Chair of Board of Governors: Mrs B K Todd

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 an Admissions Sub-Committee, which includes the Principal, the responsibility for applying these criteria.

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 2025 at 12noon (GMT) and an application submitted by the closing date of 24 January 2025 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 24 January 2025 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.

If the school is over-subscribed, the following criteria will be applied in order of priority

Statutory Criteria

1. Children from socially disadvantaged circumstances in their final pre-school year who were born:
 - on or between 2 July 2021 and 1 July 2022 (inclusive) and whose parents have not exercised their right to defer their child's entry to primary school: 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,
 - have not attended or are not currently attending a funded pre-school settling 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 2026.

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).

Sub-Criteria

In the event of over-subscription in criteria 1-2 the following sub-criteria will be applied in order. Preference will be given to:

- (a) Distance between the School and the parent(s)/guardian(s) permanent residential address with preference given to applications from children living in closest proximity to the school as measured as the crow flies, by Google Maps.

In the event of being unable to distinguish between the final two applicants (ie both having a permanent residential address being an identical distance from the school) then a tie break criteria will be used on the basis of initial letter(s) of the child's surname (as entered on the Birth Certificate) in order set out below.

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Any remaining applicants will be placed on a waiting list using the criteria listed above to determine their position on the list.

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The order was determined by a randomised selection of letters carried out by the governors of the school at a meeting on Tuesday 7th November 2024.

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.

It is important that parent(s)/guardian(s), when submitting the application form, provide all relevant supporting information and written evidence that may be needed as per the published admissions criteria including the child's birth certificate.

Non-statutory criteria

- 3 Children who were:
- On or between 1 April 2021 – 1 July 2021 (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 2022 and 1 July 2023 (inclusive): or,
 - On or between 1 April 2022 and 1 July 2022 (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 2027.

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 residential address will be used (closest first). If the distances are the same then the order of surnames will be used in alphabetical order as determined by a randomised selection letters. (as previously noted)

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

Should a vacancy arise after 10 June 2025 applications for admission to nursery that were initially refused, new applications, late applications and applications where new information has 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.

The school will contact you in writing if your child gains a place in the school by this method. Your child's name will be automatically added to the list. Please contact the school if you wish for your child's name to be removed from the list.