

Application for Dromore Nursery School 2022-2023

New Criteria and new on-line application system

What is available at Dromore Nursery School



- 26 Full - Time places
9.00 - 1.30pm
(This includes a school meal at the cost of 2.50 per day 12.50 per week/50.00 per month Subject to change by EA.)
Plus £15.00 nursery fund.
- 26 Morning places
8.45 - 11.15am (£15.00 nursery fund applies)
- 26 Afternoon places
11.45 - 2.15pm
(£20 per month which includes a homemade lunch)

All sessions are offered Monday to Friday (5 days per week)

Criteria 2022 - 2023



Admissions Criteria

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.

Criteria

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



Criteria

Admissions Sub-Criteria in the event of oversubscription in any of the above criteria children to be selected for admission will be identified by applying the following sub-criteria:-

- (i) Children in their final pre-school year, who have listed Dromore Nursery School as their first preference choice, whose brothers, sisters, half-brothers and half-sisters attend or have previously attended the school, or eldest child in the family. Children fostered within such a family are included. It is the responsibility of the parent(s) to ensure that all relevant sibling names and attendance dates are included on the application form; Evidence required: Documented evidence with reference to a fostered child is required. Please specify on application name of sibling and year attended or indicate if eldest.
- (ii) Children in their final pre-school year, who have listed Dromore Nursery School as their first preference choice and who, have previously attended the school in their penultimate year, for the full school year 2022. Evidence required school attendance register held in the school.
- (iii) Children in their final pre-school year, who have listed Dromore Nursery School as their first preference choice and who are on the 'At Risk' register maintained by Southern Health and Social Care Trust; Evidence required: Documented evidence from the Southern Health and Social Care Trust will be required.
- (iv) Children in their final pre-school year, who have listed Dromore Nursery School as their first preference choice, who in the opinion of the Board of Governors have special home circumstances in the following order:-
 - (a) A child who has one or both parents deceased;
 - (b) A child whose parent has a serious long-term illness - medical evidence required;
 - (c) Children who are twins (or multiple births);
 - (d) A child from a family of three or more pre-school children; Evidence required: Applicants whose family circumstances fall into this criterion must seek an appointment with the school Principal before the closing date for application.

Criteria

(v) Randomised Selection Remaining places will be allocated on a randomised selection of 1st preference applications using Random.org to allocate a rank number at random to each application. In the case of multiple births they will be allocated the same number. The random selection will be carried out by the Principal, verified by a member of the Board of Governors and an independent person; Evidence required Birth Certificate in order to verify the age and full names of a child.

Criteria

(vi) Any places remaining unallocated in 2nd, 3rd, or 4th round preferences shall be allocated on the basis of closest home address to the school as calculated using the home postcode and Google Maps. It is the responsibility of the parent(s) to ensure that all relevant documents are attached to the application form. Evidence required: Birth Certificate in order to verify the age and full names of a child and two documents to verify their address.



Criteria Penultimate

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 year, 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.

Evidence required:

Birth Certificate in order to verify the age and full names of a child.

On Line Application

Use of Parent Portal

Before making an application on the EANI School Admissions Parent Portal, all registration stages must be completed.

- 1 Register your details including a valid e-mail address and password, login using the e-mailed link
2. Make application via 'Apply for a school place' button
3. Submitting your application



Step 1 : Online Registration

Having considered which school(s) or preschool(s) you wish to apply to click on parent portal at:

www.eani.org.uk/admissions

The following information is required:

- Your e-mail address
- Create a memorable password (must have minimum of 10 characters including upper and lowercase letters, numbers and a special character (i.e) *!>&... etc.)
- Your name, address and telephone contact details
- Confirm your agreement to Data Protection

What happens next?

- At the end of the registration you will receive an email containing the link to take you to the Parent Portal login screen
- Log in with your registered e-mail address and password



Step 2 : Making your Application

Select 'Apply for a School Place' button to start the application. Your child's name and date of birth will appear

- Select 'start new application'
- Select Primary or Pre-school intake as appropriate
- Confirm address details
- Complete the responses to questions presented re social disadvantage (pre-school only) and eldest/only child
- Search for school you wish to apply for by name or postcode.

FOR FURTHER HELP VISIT:

www.eani.org.uk/parents/admissions



SUPPORTING DOCUMENTATION THAT WILL BE REQUIRED TO UPLOAD ALONGSIDE YOUR APPLICATION.

Birth Certificate

A birth certificate is required by **all** pre-schools to check your child's date of birth.

Other Supporting Documentation

Check the admissions criteria for each of the pre-schools you have listed to confirm the supporting documents required. Some pre-schools ask for additional documentation to support or verify information on your child's application. This documentation may be requested at the time of application, during the process or at the notification of placement.

If verifying documents are being requested at the time of application you will need to provide the information for any preference(s) listed preferably by 28 January 2022, and no later than 12.00 noon on Friday 4 February 2022. Documents should be uploaded using the link that you will receive after you submit your application.

If you do not supply the documents requested this could lead to the withdrawal of a place or the inability of a pre-school to offer a place to your child.

If a pre-school/school has asked for verifying documents which you do not have, you should email or phone the pre-school directly to ascertain what they will accept as an alternative.

Step 3 : Submitting your Application

- You can now preview the application form by selecting 'Preview Application'. Please check that all your child's details are accurate and that preferences are appearing in the correct order. You should also ensure that you have detailed how your child meets the admission criteria for each pre-school/primary school you have applied to

- Read carefully the Terms & Conditions and the Data Protection information
- You can save your application by selecting 'Return Later', you will be directed back to the School Places page, and 'Application started but not yet submitted' will appear beside your child's details

If you decide to return later remember that you must submit your application by **12.00 non on 28th January 2022**

- Having previewed your application if you are satisfied that all information is correct, tick the box in 'Submit your Application' and select 'Submit Now'
- An email will be sent to the email address you provided to confirm receipt of your application and the pre-school/primary school(s) applied to in order of preference
- If you do not receive this confirmation you should telephone the EA's

Admission Helpdesk - **(028) 9598 5595**

What happens next?

- To view the submitted information select 'preview'

INFORMATION SPECIFIC TO DROMORE NURSERY SCHOOL

As we offer both Full time and Part time places (all 5 days per week), it is **ESSENTIAL** that you select both options in order of preference **IF YOU WISH** to be considered for all sessions:

FOR EXAMPLE:

DROMORE NURSERY SCHOOL - FULL TIME - 1st PREFERENCE

DROMORE NURSERY SCHOOL - PART TIME - 2nd PREFERENCE

ANOTHER PROVIDER - 3rd PREFERENCE

If you do not select **BOTH** preferences for Dromore Nursery School your application **WILL NOT** be automatically considered for a part time place as a second preference, and your application will proceed to the next provider in your selection.

If you have any queries or are having difficulty with any aspect of the application process **DO NOT HESITATE** to contact us on 02892699732 or dromorens@hotmail.co.uk. Or visit our Facebook page.

WE are more than happy to help and advise you to achieve the BEST outcome for your child.

