

Dromore Nursery School
18 Banbridge Road
Dromore
BT25 1NB

Controlled Nursery School
Admissions No: 26 (Full-time), 52 (Part-time)
Full-time Session (26): 8:45am – 1:30pm
Part-time Morning Session (26): 8:45am – 11:15am
Part-time Afternoon Session (26): 11:45am – 2:15pm
A mid-day meal is available for full-time pupils

Principal: Mrs S Beattie BA Hons MEd PQH
Chair of Board of Governors: Mr L Haslem

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E-mail: dromorens@hotmail.co.uk
Website: www.dromorenurseryschool.com

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. 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.

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 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 2021-2022.

Evidence required:

School attendance register, held in 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.*

(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.

- (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 submitted to the school.

Evidence required:

Birth Certificate in order to verify the age and full names of a child and two documents to verify their address.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school admissions criteria is stated on the application form. Examples of such information include whether the child is the eldest child etc.

Note 1 - Home is the child's permanent place of residence. It is not the child-minder's or a relative's address.

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 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.

All supporting documents must be original and not facsimiles or photocopies. Original Documents Will Be returned and a photocopy held to the end of the admissions process. Applicants preferring not to put verifying documents in the post or seeking alternative verifying arrangements should contact the school to agree alternative verification arrangements. All photocopied documents will be returned or shredded at the end of the allocation procedure.

Waiting List Policy

The school publishes a Policy on the Operation of Admissions Waiting List. The policy is available on the school website at www.dromorenurseryschool.com or copies are available on request at the school.

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.