



**BELMONT
NURSERY SCHOOL**

Prospectus 2025/2026

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Belmont Nursery School

Racecourse Road
Londonderry BT48 7RE

Telephone / Fax: **(028) 7126 6241**

Email: info@belmontnurseryschool.co.uk

Web: www.belmontnurseryschool.co.uk

CONTROLLED NURSERY SCHOOL

Boys and Girls aged 3 - 4 years

Chairperson of Board of Governors: Mr S T Murphy

Principal: Mrs A Burke

Number on Nursery Roll 2025 52

Expected number on Nursery Roll 2026 52

Teaching Staff

Assistant Teacher	Mrs O'Loughlin
Nursery Assistants	Mrs E Brown Miss S McDowell
Special Needs Assistants	Miss F Magee Mrs S Doherty

Ancillary Staff

Secretary	Mrs T Davitt
Caretaker	Mr E Barr
Dining Attendant	Mrs P Duffy
Cleaner	Mrs M McDevitt

Board of Governors

Chairman

Mr S T Murphy

Nominated by Department of Education for N.I.

Ms P Stanley

Ms A McClelland

Nominated by the Education Authority

Mr S T Murphy

Ms S Doherty

Mr J P Payne

Elected by Parents

Ms K Sharkey

Ms L Wray

Principal/Secretary to the Board of Governors

Mrs A Burke

Representing Teachers

Mrs L O'Loughlin



General Information

In Belmont Nursery School the teachers and nursery assistants are able to share with the parents in creating a friendly atmosphere where each child has the opportunity to develop his/her potential. We acknowledge the important role of parents as the child's first educators and we will endeavour to establish a warm, open relationship with knowledge and information flowing freely both ways.

Our environment and ethos is inclusive and promotes high expectations for learning. We encourage independence, choice and responsibility. The highly qualified staff work and learn together to ensure that all children reach their full potential.



School Aims

In Belmont Nursery School we use a developmentally appropriate approach which builds on what children already know and can do, and recognises the normal differences between individuals at this stage of life. We will endeavour to recognise the potential of each child by providing stimulating and challenging play opportunities. By providing a happy, secure, and supportive environment the children will be encouraged to progress at their own level toward independent learning.

We will endeavour to:

- Provide opportunities where children can question, wonder and observe.
- Develop a social awareness, to understand the need to share, take turns, and value others.
- Encourage independence and self-confidence in each child and to develop an understanding of themselves.
- Provide opportunities to explore and create using a variety of materials.
- Provide opportunities to develop their mathematical and scientific thinking through play.
- Provide a safe and challenging environment for encouraging physical development.
- Share in the wonder and excitement created by books and music.
- Develop friendly co-operation between home and school.
- Develop a caring attitude towards living things and the environment.

Curriculum

We will endeavour to provide experiences that stimulate, challenge and support learning appropriate to the abilities and need of every child. Opportunities are provided so that each child can develop socially, emotionally, intellectually and physically, acquiring the essential skills, concepts, attitudes and knowledge to become an independent, thinking, caring member of society. These experiences are provided within the school by a flexible, developing, learning environment organised by the professional staff.

The school aims to build upon the learning experiences that have already taken place in the home. As teachers, we plan, organise and structure the curriculum, allowing for individual needs and the different levels of learning of each child.



The curriculum is planned with a view to the promotion of:

1. Personal, social, emotional development
2. Language development
3. Physical development and movement
4. Early mathematical experiences
5. Skills relating to investigation and enquiry - The World Around Us
6. The Arts

Curriculum information will be displayed on the Parent's Notice Board.

School Hours

Full-time Pupils

8.45 a.m. – 1.15 p.m.

Attendance

Please note that the children are required to be in school before 9.00 a.m, if possible, so that they can make best use of their time in Nursery School. It is important that the children are collected promptly at the end of each session, as this will assist us in the smooth running of the Nursery.

Telephone – If your child is unable to come to school due to illness or any other reason, please remember to contact the school before 10.00 a.m. if possible. Telephone Number: (028) 7126 6241.

Pastoral Care

All the staff work closely together, in consultation with parents, to ensure the welfare of the children in the school. Parents are urged to discuss any matters of concern with the class teacher. The Principal will be pleased to see parents at any time although it is recommended parents make an appointment if a lengthy discussion is necessary.

Good behaviour in the school is fostered by the encouragement, in each child, of a sense of respect for others and their property, based on self-respect and the growth of self-discipline. The Principal will consult parents in the event of any serious problems arising with a particular child.

The school rules (Pastoral Care Policy) will be enforced fairly and consistently by the staff within the school. These are pictorially displayed in the front hall. A Child Protection and Safeguarding Policy is available for all parents to view.

Visiting Arrangements

Parents are welcome to attend an open afternoon to get a look around the school. This is scheduled in December. Subsequently, parents and children who are successful will be invited to an open day during the summer term. This will take the form of an informal and relaxed session when you and your child will be able to have a look around the school, explore some resources and meet the staff.

Admissions Procedure

“Every child is special and every child is different”

Establishing good relationships with you and your child is essential during these early days at nursery school. Your child/children will be admitted to school on the first day of term. Initially your child will stay for 1 hour per day for at least the first 2 weeks. Increasing the time gradually as your child settles in. All children are different, some take longer to settle in than others, please bear with us as this is a very important stage in their nursery education and we want you and your child to have a happy settling in experience. All children should be settled within 6 weeks. Dinners in class will usually start at the beginning of October, a few children stay for dinner each week until all children are confident with the dinner time routine.

Children have a busy day at nursery school and to make the most effective use of time, both the children's and staff, children should be fully toilet trained before starting Nursery School. Children who cannot use the toilet on their own will not be admitted for their full hours until they are independent with their toileting needs unless they have a specific additional need.

Please don't worry if your child appears to take a long time to settle in. Each child is so different that there can be no hard and fast rules to go by. Just try to be guided and advised by your class teacher as to your child's progress and be prepared for each day as it comes! If your child sees that you are distressed he/she will begin to feel uneasy with the situation.

Slow but sure rules the way!

Security

Belmont Nursery School has a security alarm system. The school is now accessible to all visitors through an intercom and display unit. The inner hall door is secured at all times. The new system allows the school to monitor visitors before entering the building but also allow parents access during drop off/collection times.

Our outdoor play area is permanently supervised. It is enclosed by a wooden fence and is only accessible via the main building.

Fostering Home/School Links 'A Partnership with Parents'

When your child first arrives in Belmont Nursery School, we feel there is a real opportunity for parents and staff to begin on the path to forming close, working relationships. This provides a strong sense of security for your child and encourages us all to support his/her learning, as well as ensuring that the fun and enjoyment provided by nursery education is achieved.

As a staff we will try to ensure that you are made to feel welcome and that you can talk to the staff at any time regarding your child. As parents we hope that you will feel confident enough to become fully active in the life of our school by attending parents' meetings, supporting fundraising, getting involved in story telling or accompanying on school visits.

We encourage you to make full use of our hall area. This provides a focal point where parents and children can meet each other prior to each session. Our 'Parents' Notice Board' provides useful information, e.g. regarding events within the school and further afield. Each month we print our newsletter for each child detailing information such as themes, curriculum topics, visits, rhymes, etc



Links with the Community

In Belmont Nursery School we like to form close links with the community.

We invite people from the community into our school:

Community Police – Road Safety Programme
Speech and Language Therapist
Dental Hygienist
Local Librarian
Story Tellers
Music Teacher
Drama/Theatre Groups
Road Crossing Patrol
Other people who help us



Students attending childcare courses and those from local schools on work experience form an essential part of life in the Nursery School. The children, parents and staff enjoy exploring in the play areas at the Play Trail.

Funded Programme

Belmont Nursery School continually strives to foster home school links and many parents have been involved in our funded programmes. Our Extended Schools and Getting Ready to Learn Programmes encourage learning and reading at home as well as supporting children's speech and language development. We also cluster with other local schools and Greater Shantallow Area Partnership to avail of parenting support programmes, first aid, forest school experiences and child focused services.

Learning Through Music

We are delighted to welcome Jo Jingles into the Nursery School every year. The children have enjoyed singing, playing instruments and dancing with Miss Doreen, improving their attention and listening, speech, co-ordination and confidence.

Fundraising Events

In Belmont Nursery School we like to support the N.S.P.C.C, one of the main children's charities. We also support Macmillian Cancer, UNICEF and one other local children's charity.

What to Wear

Please keep special clothes for special occasions at home and provide the children with comfortable easy to manage clothes for having fun in school. We don't have an official uniform, however, if you wish, your child may wear a uniform to school. We suggest a red sweatshirt with navy blue track bottoms, elasticated trouser or skirt. Sweatshirts with the school logo are available from local school uniform suppliers. We would appreciate it if parents provided Velcro trainers that will facilitate indoor and outdoor play. We also encourage parents to purchase wellies so that children can enjoy outdoor play in all weather. To develop and encourage independence we would ask all children to wear clothing that they could fasten and unfasten themselves. Please name any outdoor clothing.



Admissions Criteria

The Admissions Criteria will be applied by the Board of Governors and the Principal, in the first instance. Thereafter the Principal will consider further applications, subject to the final approval of the full Board of Governors.

It is important that parent(s)/guardian(s) when submitting the application form give all the current relevant supporting information and written evidence that may be needed including the child's birth certificate.

Children who are not normally resident in Northern Ireland will not be considered for places until all children who live in Northern Ireland have been considered. The Board of Governors have determined that, in the event of there being more applicants than places available the following criteria will be applied, in the order set down, to select children for the available places:

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 Wednesday 07th January 2026 at 12 noon (GMT) and an application submitted by the closing date of Wednesday 21st January 2026 at 12 noon (GMT) will be treated as a punctual application. An application received after Wednesday 21st January 2026 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. Pupils are selected on the basis of their allocated statutory and sub criteria. The 52 highest are allocated Full time places.

Preference will be given to those applicants that place Belmont Nursery School as their 1st Preference of pre-school.

Statutory Criteria

1. Children from socially disadvantaged circumstances born between 2 July 2022 and 1 July 2023.
2. Children born between 2 July 2022 and 1 July 2023.

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.

Sub-Criteria

If there are more children who satisfy any one of the criteria 1 – 2 when they are being applied then selection for the available places will be on the basis of the following sub-criteria, in the order of the priority set down below.

- (a) Children who have selected Belmont Nursery School as their 1st Preference.
- (b) Children whose immediate family member is currently a member of the school's staff or governing body.
- (c) Children whose brother/sister attended Belmont Nursery School (to include half, step, adopted and fostered).

Please state on application form name of sibling (ie brother/sister) and the year they attended.

- (d) All other children.

Non-Statutory Criteria

3. Children who were born:

- on or between 1 April 2022- July 2022 (inclusive) or were due to be born on or between those dates but were born earlier and

- Have attended or currently attending a funded preschool setting under Pre-school Education Programme as a target age (not penultimate aged) child; and

- That the child's parent has completed request to defer child starting P1.

- between 2 July 2023 and 1 July 2024

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:

G S A X L M c I O H P N V M F M a c R E W C Q J T Y B K D U Z

The order was determined by a randomised selection of letters of the alphabet. 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 will be used as per the birth certificate

The Board of Governors reserves the right to give certain applications special consideration due to Compelling Individual Circumstances. Children who, in the opinion of the Boards of Governors, have special home circumstances, this may include a child whose parent(s)/guardian(s) or sibling has a serious long term/life threatening illness (medical evidence required).

The Admissions Criteria will be applied by the Board of Governors and the Principal, in the first instance. Thereafter the Principal will consider further applications, subject to the final approval of the full Board of Governors.

If parents/guardians have any difficulty in completing the form then they should consult the Principal of the school.

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.

If parent(s)/guardian(s) have any difficulty in completing the form then they should consult the Principal of the school.

Underage Children

Parents of underage children who are offered a place at Belmont Nursery School should be

confident that their child is ready for the nursery school experience including, good self help skills, ability to understand instructions, the capacity to follow the nursery school routines and be able to cope with the busy nursery school environment.



Waiting List Policy

The school's policy on the consideration of applications after the Open Enrolment Admissions procedures concludes on Tuesday 19th May 2026 is available directly from the school or can be accessed on the school website. Should a vacancy arise, the above criteria will be applied to select pupils from our waiting list.

Parent(s)/Guardian(s) should also note that if their child is seeking nursery provision for the 2nd year they **MUST** reapply.



Special Needs

All children, including children with additional needs, are entitled to a broad and balanced curriculum matched to their needs, abilities and aptitude. It is the shared responsibility of the teaching staff to make provision for those children identified either by a parent, an outside agency or staff in school as having special needs. A child has special needs if he/she has a learning difficulty that calls for special educational provision to be made for him/her.

A child has a learning difficulty if he/she:

- Has a significantly greater difficulty in learning than the majority of other children his/her age,
- Has a disability, which either prevents or hinders him/her from making use of educational facilities.

Learning difficulties may be:

- A physical difficulty,
- A problem with sight, hearing or speech,
- An emotional or behavioral problem.

If you think your child may have a problem, however slight, do not delay – asking for professional advice is the first step to getting specialist help. A doctor, health visitor, social worker or teacher will put the wheels in motion.

Further information about the Education Authority - Western Region's provision for special education and the procedures for assessing and making statements of special educational needs may be obtained from the special education section at their headquarters (028 90317777).

I like to look and listen
I need to touch and try
I want to smell and sample
And ask the reason why
Give me time to wonder
To imagine and pretend
Space to run and bend and stretch
Share secrets with a friend
I want to hold and handle
I must play to understand
For I need to know so many things
To find out who I am.

A Wirral Nursery Teacher 1992

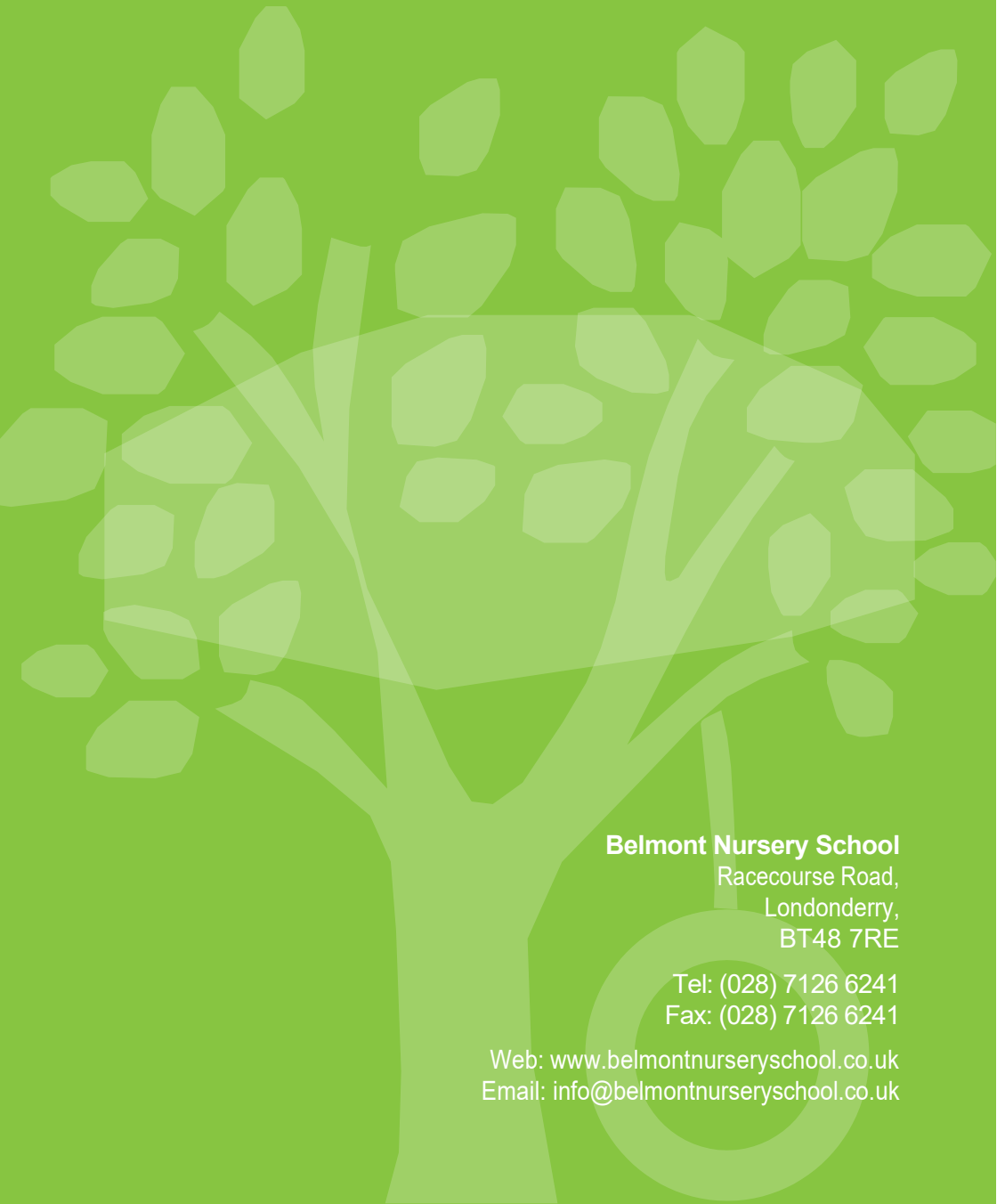


“Belmont nursery have really gone above and beyond this year in all areas. Staff are wonderful and know the children inside out, nothing is ever a bother. There are so many amazing opportunities for learning both indoors and outdoors. We are particularly impressed with the fantastic outdoor area” (Parent feedback)

“Any concerns I had were taken seriously and I felt heard and things were re-laid back to me” (Parent Feedback)



Belmont Nursery go above and beyond in respect of supporting children (regardless of their ability), access to curriculum and make progress in preparation for Primary School. (Parent Feedback)



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