

Ballymacrickett Primary School Nursery Unit
41 Scroggy Road
Glenavy
BT29 4NE

Maintained Nursery Unit
Admissions No: 26 (Full-time)
Session Times: 9:00am – 1:30pm

Telephone: 028 9442 2708

Principal: Mr D Mulholland
Chair of Board of Governors: Mr H Phillips
Open Night: Monday 10 December 2018 at 7pm

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

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 has determined that, in the event of more applicants than the places available, the following admissions criteria will be applied, in the order set down, to select children for the available places.

- 1 Children from socially disadvantaged circumstances who were born between 2 July 2015 and 1 July 2016.

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 have their application form stamped by the Social Security /Jobs and Benefits Office to confirm that they are in receipt of a qualifying payment.

- 2 Children born between 2 July 2015 and 1 July 2016 whose parent(s)/guardian(s) reside in the Parish of Glenavy and Killead.
- 3 Other children born between 2 July 2015 and 1 July 2016.
- 4 Children born between 2 July 2016 and 1 July 2017.

Admissions Sub-Criteria

In the event of oversubscription in criteria 1-3 selection for the remaining places will be on the basis of the following sub-criteria:

- (a) Children with brother(s)/sister(s)/half brother(s)/half sister(s) at present enrolled in Ballymacrickett Primary School or Nursery Unit.
- (b) Children who have had an older brother/sister/ half brother/half sister enrolled at Ballymacrickett Primary School.
- (c) First or only child in the family.
- (d) Children whose parent(s) attended one of the primary schools in the parish of Glenavy and Killead.
- (e) Children who, in the opinion of the Board of Governors, have special home circumstances supported by independent written evidence.

In the event of oversubscription in any of the above sub-criteria then selection for all places remaining in this category will be on the basis of the initial of the surname in the randomised order set out below:

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

This order was determined by a randomised selection of letters of the alphabet at a Board of Governors meeting on 9th November 2018.

In the event of surnames beginning with the same initial letter the subsequent letters of the surname will be used in alphabetical order using the randomised selection. In the event of two identical surnames, the alphabetical order (randomised) of the initials of the forenames will be used.

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

All criteria will apply as at the closing date on the application form. The admission criteria will be applied by a Selection Committee consisting of the Principal and three Governors, subject to the final approval of the Board of Governors. If parents-guardians have any difficulty in completing the form, please consult the Principal.

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.

Waiting List Policy

Should a vacancy arise after the date the Open Enrolment Procedure concludes all applications 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. This waiting list will be in place until the end of the academic year. The school will contact you if your child gains a place in the Nursery Unit by this method. Should we not have a response as to whether or not you wish to take up the place within 48 hours, the place will be offered to the next child on the waiting list. Your child's name will be automatically added to the list. You are asked to contact the school if you wish your child's name to be removed from the list.