

St Patrick's Primary School Nursery Unit  
Ballinlare Gardens  
Newry  
BT35 6EX

Maintained Nursery Unit  
Admissions No: 52 (Full-time)  
Session Times: 9:00am – 1:30pm  
A mid-day meal is available

Principal: Mr Ciaran Mackin  
Chair of Board of Governors: Mrs Karen McNally

Telephone: 028 3026 3466  
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### 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 and delegates to the Principal the administration of the admissions 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.

Throughout the admissions criteria below, the wording “brothers/sisters” and “sons/daughters” includes half, step, foster and adopted children.

### 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](http://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 7 January 2021 at 12noon (GMT) and an application submitted by the closing date of 29 January 2021 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 29 January 2021 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 Applicants from socially disadvantaged circumstances born between 2 July 2017 and 1 July 2018 (inclusive) and who reside in the Newry Parish.

***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 Other applicants from socially disadvantaged circumstances born between 2 July 2017 and 1 July 2018 (inclusive).
- 3 Applicants born between 2 July 2017 and 1 July 2018 (inclusive) with special educational needs.  
Documentary evidence must be submitted to the Board of Governors at time of application.  
Special educational needs means, for these purposes, a child in their final pre-school year who should be treated as having special educational needs if, in the opinion of the Board of Governors, they have significantly greater difficulty in learning than the majority of children of their age.
- 4 Other applicants born between 2 July 2017 and 1 July 2018 (inclusive) who reside in the Newry Parish.
- 5 Other applicants born between 2 July 2017 and 1 July 2018 (inclusive) for whom St Patrick’s is the nearest funded preschool provider measured “as the crow flies” using Google Maps UK.
- 6 Other applicants born between 2 July 2017 and 1 July 2018 (inclusive).
- 7 Other applicants born between 2 July 2018 and 1 July 2019 (inclusive) and who reside in Newry Parish.
- 8 Other applicants born between 2 July 2018 and 1 July 2019 (inclusive).

Where there is oversubscription within any one of the above admissions criteria priority will be given in the following order:-

### Admissions Sub-Criteria

- (1) Brother/sister of a pupil already in St Patrick’s Primary School during the 2020/21 school year or brother/sister who has St Patrick’s Primary as first preference for the 2021/22 school year;
- (2) Son/daughter of a current member of school’s staff;
- (3) Applicants who have listed St Patrick’s Nursery as first preference;

- (4) Sibling of a past pupil of St Patrick's Primary School;
- (5) Son/daughter of a past pupil of this Primary school;
- (6) Children currently on the "At Risk" register maintained by the Newry, Mourne & Down Trust;
- (7) Any other children.

Where there is oversubscription within any one of the sub-criteria above priority will be given in the following order:

- (1) First child in the family;
- (2) Children, who in the opinion of the Board of Governors, have a brother, sister or parent with serious long-term illness (medical evidence required);
- (3) Any other children.

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. Parents should therefore ensure that **ALL** information pertaining to their child, and relevant to the school's admissions criteria, is stated on the application. Examples of such information include the names of siblings/parents who attend/attended St Patrick's Primary school or whether the child is the eldest or only child in the family. If claiming special circumstances, please provide evidence with the application to your first provider.

### **Note 1**

When two or more children fulfil the same criteria, when oversubscribed, then selection will be made on the basis of date of birth, oldest first.

### **Note 2 Tie Breaker Criterion**

Where two or more children have the same date of birth (except twins or other multiple births) final selection will be on the basis of alphabetical order of surname. If two or more children have the same surname, the alphabetical order of the first forename will be used. If two or more children have the same first and last name, final selection will be based on closeness of home to the school, using the child's address at the date of application, measured "as the crow flies" using Google Maps UK.

### **Note 3**

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

### **Note 4**

Priority will be given to children normally resident in Northern Ireland at the time of the proposed admission. The same criteria will be used for applications after 1 September 2021.

**The onus is on the parent to provide original documentations and verification of Income Support/Job Seekers Allowance and ensure this information is with their first preference before 12 noon Friday 5 February 2021.**

### **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.

Two proofs of residence must be supplied before 12 noon on Friday 05 February 2021. These may include household bills, letters from companies, appointment letters but NOT driver's licenses or passports. Original birth certificates must also be supplied (no copies accepted).

If the requested evidence is not provided to the Board of Governors by the deadline stated, 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, all applications for admission to nursery that were initially refused, i.e. new applications, late applications and applications where new or late 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.

Our waiting list policy can be accessed on our website [www.stpatricksthemeadow.com](http://www.stpatricksthemeadow.com)

\*It is expected that all children will be toilet trained by the time of admission. If parents/guardians feel there may be difficulties with this, they should contact the school Principal.