

Admissions criteria for entry September 2024

Barbour Nursery School
73 Ashmount Gardens, Hillhall
Lisburn
BT27 5BZ

Controlled Nursery School
Admissions No: 52 (Full-time)
Session Times: 9:00am – 1:30pm
*A hot mid-day meal is served:
no packed lunch facility is available*

Principal: Mrs T Cassells M Ed DASE BEd (Hons) (4 days)
& Mrs L Wilson B. Ed. M Ed. PQH LTCL (1 day)

Telephone: 028 9260 1796

Chair of Board of Governors: Dr V Crawford

Website: www.barbournurseryschool.co.uk

Please visit us on our Open Day: Monday 8th January 2022, 4 – 5 pm

E-mail: info@barbourn.lisburn.ni.sch.uk

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

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 9 January 2024 at 12noon (GMT) and an application submitted by the closing date of 26 January 2024 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 26 January 2024 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.

The Department of Education sets out the admissions criteria (1+2 below) which all pre-school providers must apply when places are being allocated. Therefore parents should pay particular attention to the sub-criteria, which vary from school to school.

The Board of Governors at Barbour Nursery School have drawn up the sub-criteria (a) – (e); these will be used in the order stated if the school is oversubscribed in any of the Department's statutory criteria, (1+2).

Statutory Criteria

1. Children from socially disadvantaged circumstances in their final pre-school year who were born:

- on or between 2 July 2020 and 1 July 2021 (inclusive) and whose parents have not exercised their right to defer their child's entry to primary school; or,
- on or between 1 April 2020 and 1 July 2020 (inclusive) or were due to be born on or between those dates but were born earlier; and,
 - have not attended or are not currently attending a funded pre-school setting under the Pre-School Education Programme as a target aged child; and,
 - that child's parent has completed a request to defer their child starting P1 until September 2025.

Note: Children from 'socially disadvantaged circumstances' means a child whose parent has an entitlement to (i) Income Support, or (ii) Income-based Jobseeker's Allowance, or (iii) Income related Employment and Support Allowance, or (iv) Universal Credit. When parents apply for places for their child on this basis they must provide Benefit Verification to confirm that they have an entitlement. The application procedure for Pre-School will outline how Benefit Verification can be submitted.

2. Children not from socially disadvantaged circumstances (as defined above) who are in their final pre-school year who were born:

- on or between 2 July 2020 and 1 July 2021 (inclusive) and whose parents have not exercised their right to defer their child's entry to primary school; or,
- on or between 1 April 2020 and 1 July 2020 (inclusive) or were due to be born on or between those dates but were born earlier; and,
 - have not attended or are not currently attending a funded pre-school setting under the Pre-School Education Programme as a target aged child; and,
 - that child's parent has completed a request to defer their child starting P1 until September 2025.

Sub-Criteria

If there are more children satisfying the last statutory criterion above, which can be applied, then selection for the remaining places will be on the application of the following sub-criteria in the order set down below:

- (a) Children whose parent(s) have listed Barbour Nursery School as their first preference;
- (b) Children whose brother/sister (half-brother/sister) currently attends the Nursery school or has attended since September 2017 i.e. within the last 7 academic years (please state full name & year attended under "reason for preference");
- (c) Children whose parent or grandparent is or has been a permanent employee of the school;
- (d) Children whose parent is or has been a member of the school's Board of Governors;
- (e) Children on the basis of proximity of their parent(s)/legal guardian(s) home to the school as measured by a straight line using the Ordnance Survey Northern Ireland Distance Measurement Tool (or equivalent).

It is important that parent(s)/guardian(s), when submitting the application submit all relevant supporting information and written evidence that may be needed as per the published admissions criteria including the child's birth certificate.

In the unlikely event of vacancies remaining after the above criteria have been applied, the following criteria will be applied to other applicants.

Non-statutory criteria

Note: Applications falling under Criterion 3 are processed only during Stage 2 of the admissions process, after final pre-school year (Statutory 1 and 2) applications.

3. Children who were born:

- on or between 1 April 2020 - 1 July 2020 (inclusive), or were due to be born on or between those dates but were born earlier; and,
 - and have attended or are currently attending a funded pre-school setting under the Pre-School Education Programme as a target aged (not penultimate aged) child; and,
 - that child's parent has completed a request to defer their child starting P1, or
- on or between 2 July 2021 and 1 July 2022 (inclusive); or,
- on or between 1 April 2021 and 1 July 2021 (inclusive) or were due to be born on or between those dates but were born earlier; and that child's parent has completed a request to defer their child starting P1 until September 2026.

Tie Breaker – Non Statutory Criterion 3

Children within Criterion 3 will be selected in Chronological Order of Age – eldest child first. In the event of two or more children having the same DOB the sub criterion (e) will be used.

Supporting information

Applicants should note that as the child's address within the application of sub-criteria qualifies it for admission, then that address will be verified. To enable the Board of Governors to verify addresses, all applicants should submit any two of the following four documents to support their application. Each document should be dated **within the last three months** from the date that the documents are submitted.

- a bank or building society statement which shows the address at which the child is resident;
- a utility bill (e.g. electricity, gas, TV Licence, telephone) which shows the address at which the child is resident;
- a medical appointment letter
- a letter awarding Child Benefit to the child or another letter relating to this benefit;
- the child's Medical Card (for date of birth verification only).

This is in addition to the standard requirement to submit a Birth Certificate in order to demonstrate whether or not a child is of the age stated.

A copy of the school's prospectus is available for collection at the school office with further information available on the school's website: www.barbournurseryschool.co.uk

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

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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 11 June 2024, all on time, first and subsequent preference applications for admission to the nursery school will be considered. Published criteria will be applied in the same order. Any late applications will then be considered. The waiting list will be in place until the end of the academic year.

Should a parent wish for their child's name to be placed on the school's waiting list, they should verify this by making contact with the school.