

Ballycastle Integrated Primary School Nursery Unit
43 Quay Road
Ballycastle
BT54 6BJ

Controlled Integrated Nursery Unit
Admissions No: 26 (Full-time)
Session Times: 8:45am – 1:15pm

Principal: Mrs D Evans BA Hons MSc
Chair of Board of Governors: Dr Godfrey Brown

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Website: www.ballycastleintegrated.com

Respective Functions of the Board of Governors and the Principal in relation to admissions.

The Board of Governors will formulate and review the Admissions Criteria. The criteria will be applied by the Principal on behalf of the Board of Governors.

A check sheet is available from the school to assist parents with the completion of the application form.

Admissions criteria to be used in the event of the school being oversubscribed. The criteria are listed in order of priority.

Children will be admitted according to the following statutory criteria:

1. Children from socially disadvantaged circumstances in their final pre-school year i.e. born between 2 July 2015 and 1 July 2016 (inclusive);
2. Children not falling within sub-paragraph (1) in their final pre-school year;

and who at the time of their proposed admission will not have a pre-school education place, whether full-time or part-time, at another school or any other premises and who are resident in Northern Ireland at the time of their proposed admission.

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 Benefit Verification stamped by the Social Security/Jobs and Benefits Office to confirm that they are in receipt of a qualifying payment. This should then be sent by the parent directly to the provider of first preference.

Sub-criteria

In the event of oversubscription on the application of a statutory criterion the sub-criteria will be applied in the order set down.

- a. Children will be admitted in accordance with the preference for Ballycastle Integrated Nursery Unit named on the application form i.e. those whose form indicates a first preference will be selected before those whose form indicates a second or subsequent preference; second preferences will be selected before third or subsequent preferences etc.
- b. Children who are already attending Ballycastle Integrated Nursery Unit i.e. returning children.
- c. Children who, at the time of their application, have a child of the family currently enrolled in Ballycastle Integrated Primary School.
- d. Children who, at the time of their application, have a child of the family currently enrolled in Ballycastle Integrated Nursery Unit.
- e. Children who are deemed to have special circumstances e.g. speech and language difficulties or medical problems. Supporting evidence **must** be provided by parents or other relevant agencies **at the time of application**.
- f. Children will be selected for admission on the basis of initial letter of surname **as entered on birth certificate** in the order set out below:

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

This order was determined by a randomised selection of letters.

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

Should two children with identical forenames and surnames need to be prioritised then the applications will be numbered in the order in which they were received and lots drawn to determine who is allocated the place.

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.

The provision of false or incorrect information or the failure to provide information within the deadlines set by the Board of Governors can result in the withdrawal of a place.

When considering which children should be selected for admission, the Board of Governors will only take into account information which is detailed on or attached to the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the school's admissions criteria is stated on the application form or attached to it.

Criteria for children not in their final pre-school year

Should places remain after the application of the above criteria to children in their final pre-school year; places will be allocated strictly in accordance with chronological age beginning with the eldest child. In the event of children with the same date of birth being considered for the final place sub-criterion f will apply.

Waiting List Policy

The school's policy on the consideration of applications after the Open Enrolment Admissions procedure concludes on 11 June 2019 is available directly from the school or can be accessed on our school website at www.ballycastleintegrated.com Should a vacancy arise, the above criteria will be applied to select pupils from our waiting list.