

Millstrand Integrated Primary School Nursery Unit
33 Dhu Varren
Portrush
BT56 8EW

Principal: Mr P. Reid
Chair of Board of Governors: Mrs L. Rossington

Grant Maintained Integrated Nursery Unit
Admissions No: 26 (Full-time)
26 (Part-time)
Session Times: 8:30am-1pm

Telephone: 028 7082 3090
E-mail: millstrandips@gmail.com
Website: www.millstrand.co.uk

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

The Board of Governors will determine the Admissions Criteria. The criteria will be applied by a sub-committee of the Board of Governors.

As an integrated nursery unit, a key purpose of the school is to educate together children of different traditions.

In applying the admissions criteria, the Board of Governors will strive to ensure a balance of Roman Catholic, Protestant and other religions and children of no religion.

The religious affiliation/community background (Protestant, Catholic or Other/None) of a pupil will be determined by one of the following methods:

- a) For parents/guardians applying for a place via the Education Authority's online application you will be prompted to and must select your child's religious affiliation when completing the form, OR
- b) For parents/guardians applying using a paper application you must also complete our school Religious Affiliation Form which can be obtained from our school website or school office or you can provide alternative written confirmation to our school. Your Religious Affiliation Form/written confirmation of religion must be sent directly to our school by email or by post to the above address.
- c) If the parents/guardians do not supply this required information, then the Board of Governors will treat the application as being from those in the community who describe themselves as being from the Other/None category.

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 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.

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 2017 and 1 July 2018 (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.

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 for children in their pre-school year:

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

Full Time Places:

- a. Children for whom a preference for an integrated education is clearly expressed by means of preference on the application form. i.e. those whose form indicates this Nursery School as first preference provider will be selected before those whose form indicated this Nursery School as a second or subsequent preference provider; second preference will be selected before third or subsequent preferences etc.
- b. Children already attending Mill Strand Integrated Nursery School by the closing date of application.
- c. Children whose brothers and sisters, half-brothers/half-sisters, step-brothers/step-sisters, foster brothers/foster sisters are current or past pupils of Mill Strand Integrated School or Nursery. (Full name, dates of attendance must be stipulated on application form).
- d. Children/grandchildren of a permanent employee of Mill Strand Integrated Nursery School by the closing date of application.
- e. If still oversubscribed, children will be selected on the basis of the initial letter of their surname (as entered on their current birth certificate) in the order set out below:

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

- 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 initial forename (as detailed on the child's current birth certificate) will be used.
- In the event of two or more identical names, selection will be made according to the one whose parents' home is nearest to this Nursery School as decided by walking distance from home to school using Google Maps.

Part Time Places:

- a. Children who have been unsuccessful in their first preference full-time application for a place in Mill Strand Integrated Nursery School and have indicated a part-time placement in Mill Strand Integrated Nursery as their second preference.
- b. Children for whom a preference for an integrated education is clearly expressed by means of preference on the application form. i.e. they have indicated a part-time place in Mill Strand Integrated Nursery School as their first preference.
- c. Children whose form indicates a second preference for a part-time place in Mill Strand Integrated Nursery School will be selected before those whose form indicates a third or subsequent preference; third preferences will be selected before fourth or subsequent preferences etc.
- d. Children whose brothers and sisters, half-brothers/half-sisters, step-brothers/step-sisters, foster brothers/foster sisters are current or past pupils of Mill Strand Integrated School or Nursery. (Full name, dates of attendance must be stipulated on application form).
- e. If still oversubscribed, children will be selected on the basis of the initial letter of their surname (as entered on their current birth certificate) in the order set out below:

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

- 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 initial forename (as detailed on the child's current birth certificate) will be used.
- In the event of two or more identical names, selection will be made according to the one whose parents' home is nearest to this Nursery School as decided by walking distance from home to school using Google Maps.

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.

Criteria for children not in their final pre-school year

Should places remain after the application of the above criteria to all children in their final pre-school year, places will be allocated strictly in accordance with chronological ages beginning with the eldest child. These places will not be allocated until the second stage of the admissions procedure as outlined on the education authority website www.eani.org.uk and are most likely to be on a part-time places.

Waiting List Policy- Relevant until 30 June 2022

If you had applied to Mill Strand Integrated Nursery and had not been allocated a place at our school following the Open Enrolment process, your child details will automatically be placed on the waiting list. Parents do not need to reapply. Mill Strand Integrated Nursery School's policy on the consideration of applications after the Open Enrolment Admissions procedure has been completed is that should a vacancy arise, Governors will, in the following order:

- Consider all available information with reference to children who have special personal or home circumstances. Each case will be dealt with on their own merit and must be accompanied by supporting evidence from relevant professionals
- Apply the original criteria to all pupils remaining on the waiting list.

Parents whose child is offered a place at this stage will be notified by letter by the Principal who has been delegated responsibility by the Governors for this role.