

Moyle Primary School Nursery Unit  
18 Sallagh Park  
Larne  
BT40 1NS

Controlled Nursery Unit  
Admissions No: 52 (Part-time)  
Session Times – Morning Session: 9:00am – 11:30am  
Afternoon Session: 12:30pm – 3pm

Principal: Mr Gareth Hamilton  
Chair of Board of Governors: Rev Dr Paul Reid

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E-mail: [info@moyleps.larne.ni.sch.uk](mailto:info@moyleps.larne.ni.sch.uk)  
Website: [www.moyleprimary.co.uk](http://www.moyleprimary.co.uk)

Open Day: Friday 13<sup>th</sup> January, 2023 9am – 3pm. Book a slot via the school website:

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### **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 the Principal on behalf of the Board of Governors.

### **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 10 January 2023 at 12noon (GMT) and an application submitted by the closing date of 27 January 2023 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 27 January 2023 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. This timetable is set by the Department of Education and is available on the education authority website.

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

Children resident in Northern Ireland.

Children will be admitted according to the following statutory criteria as set out by the Department of Education:

1. Children from socially disadvantaged circumstances in their final pre-school year who were born:
  - on or between 2 July 2019 and 1 July 2020 (inclusive) and whose parents have not exercised their right to defer their child's entry to primary school; or,
  - on or between 1 April 2019 and 1 July 2019 (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 2024.
  - 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 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 (as defined by criterion 1).

### **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 selected in order of preference i.e. Parents/Guardians who express a first preference for Moyle P. S. Nursery Unit will be selected before those who have second or subsequent preferences.
- b. Children who have siblings including half sibling, foster sibling & step sibling attending or having attended Moyle Primary School.
- c. Children who are:
  - i. an only child

- ii. the eldest in the family.
- d. Children who live closest to the school\* (as measured using Driving Distance Calculator and Driving Directions NI (UK) to the nearest entrance, either Sallagh Park or Roddens Court.)

\*home address is defined as the child's permanent place of residence, not the home of a child minder or relative.

If the final places to be allocated have identical measurements as identified by the driving distance calculator, selection will be on the initial letter of surname (as entered on birth certificate) in the order set out below

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

This order was determined by a randomised selection of the letters of the alphabet. 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, and if necessary the subsequent letters of the forenames.

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 via the Education Authority portal. 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.

**Note: As per Department of Education guidance 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 2019 - 1 July 2019 (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 2020 and 1 July 2021 (inclusive); 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 that child's parent has completed a request to defer their child starting P1 until September 2025.

### **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 above random selection of letters will be used.

### **Duty to Verify**

The Board of Governors reserves the right to require such supplementary evidence as it may determine necessary to support or verify any information on the application form.

The provision of false or incorrect information or the failure to provide verifying documents according to the required deadline may result in either the withdrawal of a place or the inability of any pre-school nominated to offer a place.

### **Waiting List Policy**

The Waiting List Policy is available directly from Moyle PS and Nursery Unit School Office.