

St Conor's Primary School Nursery Unit  
109 Brookmount Road  
Omagh  
BT78 5JQ

Principal: Mrs Katrina McGettigan  
Chair of Board of Governors: Mr P Doherty

Voluntary Maintained Nursery Unit  
Admissions No: 52 (Part-time)  
26 children – Morning Session: 8.45 – 11.15 am  
26 children – Afternoon Session: 12.15 – 2.45 pm

Telephone: 028 8224 4683  
Fax: 028 8224 5318  
E-mail: [info@stconors.omagh.ni.sch.uk](mailto:info@stconors.omagh.ni.sch.uk)

---

### RESPECTIVE FUNCTIONS OF THE BOARD OF GOVERNORS AND THE PRINCIPAL IN RELATION TO ADMISSIONS.

The Board of Governors have delegated to an Admissions Sub-Committee the task of selecting pupils for admission. The Sub-committee consists of the Principal and three other Governors.

Children who are not normally resident in Northern Ireland at the time of proposed admission will not be considered for places until all children who reside in Northern Ireland have been considered.

The Board of Governors has determined that, in the event of more applicants than places available, the following Admissions Criteria will be applied, in the order set down, to select children for the available places.

### 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 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.

### 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 (as defined by Criterion 1).

### SUB-CRITERIA

In the event of more pupils satisfying the last statutory criterion which can be applied in the order of priority set down above then selection for the remaining places will be on the following sub-criteria.

- a) Children who list St Conor's Nursery Unit as their first preference.
- b) Children with brother/sister(s)/half-brother/half-sister(s)/brother/stepbrother/stepmother/stepfather/adopted brother/ sister(s), foster brother/sister(s) enrolled in St Conor's Primary School or Nursery Unit
- c) Children currently enrolled in St Conor's Nursery Unit
- d) Children who are the first child in the family.

In the event of over-subscription in the last criterion which can be applied, then selection for all places remaining in this category will be based on the initial letter of the surname as per the birth certificate, in the order set out below:

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

The order was determined by a randomised selection of letters carried out by the governors of the school at a meeting on 15 June 2023. In the event of surnames beginning with the same letter the subsequent letters of the surnames will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames as per the birth certificate will be used.

It is important that parent(s)/guardian(s) when submitting the application form give all the relevant supporting information and written evidence that may be needed including the child's birth certificate. If a place is offered on incorrect or misleading information, then the Board of Governors may withdraw the offer. If parents/guardians have any difficulty in completing the application form, then they should consult the Principal of the school.

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

### **APPLICATIONS AFTER 1 SEPTEMBER 2024**

The same criteria will be used for part-time admission after 1 September 2024.

### **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.

### **WAITING LIST POLICY**

Should a vacancy arise after Tuesday 11 June 2024 all applications for admission to Nursery that were initially refused, new applications, late applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until 30 June 2025. The school will contact you in writing if your child gains a place in the school by this method. Your child's name will be automatically added to the list. Please contact the school if you wish your child's name to be removed from the list.

**Please note that if a child is seeking nursery provision for the 2<sup>nd</sup> year they MUST reapply.**