

Rathmore Primary School Nursery Unit  
Rathmore Road  
Bangor  
BT19 1DJ

Controlled Nursery Unit  
Admissions No: 52 (Part-time)  
Session Times – Morning Session (26): 8:50am – 11:20am  
Afternoon Session (26): 12:20pm – 2:50pm

Principal: Mrs Julie M Hardy BEd (Hons) MEd PQH (NI)  
Chair of Board of Governors: Mrs Deborah Colville  
Open Morning: Saturday 8 January 2022  
(Book by phoning 028 91 270399)

Nursery: 028 9146 9192  
Primary School: 028 91 270399  
E-mail: [info@rathmoreps.bangor.ni.sch.uk](mailto:info@rathmoreps.bangor.ni.sch.uk)  
Website: [www.rathmoreps.co.uk](http://www.rathmoreps.co.uk)  
'Caring, learning, excelling, together.'

### 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.

In response to regulations issued by the Department of Education the Board of Governors has drawn up the following admission 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](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 2022 at 12noon (GMT) and an application submitted by the closing date of 28 January 2022 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 28 January 2022 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 following criteria will be applied, in the order set down 1-3 by the Board of Governors of Rathmore Primary School, in selecting children for admission to Rathmore Nursery in September 2022.

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. An example of such information includes – whether the child has brothers or sisters attending the school with their details.

In the event of there being more applications than places available, the following criteria will be applied, in the order set down, to select children for the available places.

### Statutory Criteria

- 1 Children from socially disadvantaged circumstances who were born between 2 July 2018 and 1 July 2019.
- 2 Children born between 2 July 2018 and 1 July 2019.

**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.**

### Non Statutory Criteria

- 3 Other children born between 2 July 2019 and 1 July 2020 will be selected by chronological age starting with the oldest.

### Sub-criteria

In the event of over-subscription in criteria 1-2 the following sub-criteria will apply:-

- (a) Children whose brother/sister, half-brother/sister, fostered brother/sister or step brother/sister is enrolled at Rathmore Primary School. (From Nursery – P7 - name and class must be included)
- (b) Children whose parent/guardian/ grandparent is presently a permanent employee of the school. (name must be included)

- (c) Children who have had an older brother/sister, half-brother/sister, fostered brother/sister, step brother/sister enrolled at Rathmore Primary School P1-P7. (Since or including 2016. Names and dates attended must be included) and further proof may be requested by way of sibling birth certificate.

### Supplementary Criteria

In the event of over-subscription by application of any of the above sub-criteria, preference will be given to children who live closest to the Nursery as measured from their house to the school's front entrance (RAC Route Planner, shortest route, will be used to measure the distance).

In the event of children living equidistant, final selection will be made on the basis of the initial letter of their surname as recorded on the child's birth certificate in the order set out below:

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

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.

### 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.

**All applicants will be required to verify information stated on their application form. This information along with the following documents should be provided to the school of first preference, by noon on 4<sup>th</sup> February 2022 in order for this to be considered as punctual within Stage 1. Any information received after this date will not be considered until Stage 2.**

The child's original, birth certificate. (essential).

A utility bill or bank/credit card statement giving current address dated within the last 3 months.

A driving license with current address.

Only 1 item of the latter 2 is necessary

### Waiting List Policy

Should a vacancy arise after the Open Enrolment procedure concludes all applications for admission 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 2023.

The school will contact you in writing if your child gains 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.