

Millennium Integrated Primary School Nursery Unit
139 Belfast Road
Lisdoonan
Saintfield BT24 7HF

Grant Maintained Nursery Unit
Admissions No: 52 (Part-time)
Session Times – Morning Session: 8:45am – 11:15am
Afternoon Session: 12noon – 2:30pm

Principal: Mr Barry Corrigan
Nursery Teachers: Mrs J Houston (am Session)/Miss S Tracey (pm Session)
Chair of Board of Governors: Mr Declan Hall

Telephone: 028 9081 5874
Website: www.millenniumips.org

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.

Open Morning/Evening – there will be an Open morning (9:30am-11:00am) and evening (7:00pm-9:00pm) for parents considering making an application to the nursery. These will take place on Thursday 6th December 2018. The Principal will meet with parents at 9:35am and 7:05pm in the Assembly Hall. There will be an additional Open Morning only on Friday 11th January 2019 (9:30am to 11am). The Principal will meet with parents at 9:35am.

Admissions Criteria

In application of the Criteria set out below, Millennium Nursery Unit will seek to reflect an overall balance among all traditions. In order to achieve this aim, Millennium will initially reserve a maximum of 20% of places for children from traditions other than the Protestant and Catholic traditions. The criteria as set out below will first be applied to members of 'other traditions' in the order set down, and 20% of the available places will be awarded to this group. In the event of less than 20% of places being awarded to applicants from 'other traditions' the balance will be equally divided between Protestant and Catholic applicants. In the event of there being an odd number of places in the excess of places remaining from the allocation to 'other traditions' the additional places will be allocated to the main tradition having the fewer number of applicants. The criteria as set out below will be applied separately to Protestant and Roman Catholic applicants. In the event of there being fewer applicants from either tradition than there are places available for that tradition, the balance of places will firstly be available to the 'other traditions' and secondly to the 'remaining tradition'.

Places will be allocated in the following order:

- 1 Children from socially disadvantaged circumstances who were born between 2 July 2015 and 1 July 2016 inclusive.
- 2 Other children born between 2 July 2015 and 1 July 2016 inclusive.
- 3 Should places still be available after the above criteria have been met, applications will be considered from children born between 2 July 2016 and 1 July 2017, according to chronological age, oldest first. Where two or more children have the same date of birth final selection will be by lot.

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.

NB: Punctual and late applications for children in their final pre-school year will be prioritised ahead of punctual and late applications for children in the penultimate pre-school year.

Sub-criteria

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

- (a) Children who are currently attending the Nursery Unit or have a sibling currently attending Millennium Integrated Primary School;
- (b) Children who, at the date of their application, are the eldest child of the family to be eligible to apply for admission to the school (i.e. second child will not be disadvantaged if the eldest child attends a special school or specialist unit). The Board of Governors will also consider cases where the applicant is more than 8 years younger than the next eldest sibling as being an equivalent to an eldest child.

The definition of Sibling includes but is not limited to half-sister/brother or foster sister/brother.

- (d) All other applicants.

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 on the basis of the initial letter of the surname, as entered on the Birth Certificate, in the order set out below:

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

The order was determined by a randomised selection of 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. If it is still not possible to distinguish between applicants, places will be determined by drawing lots.

It is a matter for the parent(s)/guardian(s) to ensure that they provide all the information required by the primary school to apply its criteria. As the Education Authority does not require parents to inform the school of the perceived religious background of pupils, it is essential that the **Millennium child's information form must be completed** when supplying the school with the supporting documentation and birth certificate as this information is required by the Board of Governors to ensure that the religious balance is maintained.

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

Millennium operates a Waiting List for entry to Nursery and to all classes. A copy of this is available on the school website or directly from the school office.