



**SOUTH EASTERN EDUCATION
AND LIBRARY BOARD**

Chief Executive: S G Sloan BSc DASE MA(Ed) MSc C Biol MI Biol

Dear Parents

This booklet has been prepared to assist the parents of all young children who will be applying for a pre-school place for September 2012.

It contains details of the procedure, descriptions and admissions criteria of all the nursery schools, nursery units and voluntary/private providers in the Ards & North Down Borough Council areas.

I hope you will find all the information you need within the booklet. If, however, you wish to know more about each provider, either statutory, voluntary or private, please do not hesitate to contact the provider where those in charge will be most willing to help. The Board's Transfer/Open Enrolment Office will also be glad to give you any further assistance you may require (telephone: 028 9056 6568).

This is a very exciting and important stage in your child's life, as it marks the beginning of his/her educational career. I hope that your child will enjoy his/her time in a nursery or pre-school setting.

Yours faithfully

S G Sloan
Chief Executive

Please note: References throughout this booklet to Education and Library Boards will apply equally to the Education and Skills Authority once it is established.

From the Department of Education to all prospective applicants

Dear Applicant

You may or may not be aware of the purported issue of “grannyng” – a practice in which those applying to schools enter false or incorrect addresses in the process of school admissions in order to advantage their application in the process. This issue, the subject of a 2007 Judicial Review, has demonstrated the importance of ensuring that information at the heart of the school admissions process – not just residential but also concerning the age of children and their familial links to schools – is correct and accurate and that the process, above all, is fair.

The Department of Education has issued guidance to schools and pre-schools on their “duty to verify” important information contained within applications for admission. For this reason, for admissions into the 2012/13 school year many pre-schools will request, towards the end of the admissions process (April-June 2012), that applicants provide documents verifying information contained within their applications: In most cases this will be requests for documents verifying address/child-age. Alternatively some schools may ask for verifying documents to be attached to the application form and you should study carefully the admissions criteria of any school that you are listing as a preference to determine if this is the case. The precise details of later requests will be determined and communicated by individual schools when the time comes. In making their applications, applicants should consider that the information they provide on their application form (particularly information relating to their address) will, in the future, need to be verified if it is to determine the success of their application.

If, following your application, you receive such a request from a school, please consider it carefully and ensure you comply with it. Please note:

- Pre-schools have been advised that if at any point they discover the presence of false, inaccurate or incorrect information within applications, they will be required under their obligations as statutory admissions authority to take action to ensure that their admissions criteria are correctly applied;
- For this reason the provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any pre-school nominated on the applicant’s application form.

The admissions and transfer systems work because the vast majority of applicants operate in good faith and represent themselves fairly and accurately. We look forward to your co-operation in ensuring that this continues.

DEPARTMENT OF EDUCATION

ARDS BOROUGH COUNCIL PRE-SCHOOL ENROLMENT CONTENTS

	PAGE NO
<i>Glossary of terms used in this booklet</i>	2
<i>Timetable</i>	3
<i>Procedure for enrolment and further information</i>	4-10
<i>Sample Application Form</i>	11-12
<i>Useful Numbers</i>	13
<i>Description of Nursery Schools/Units/Voluntary and Private Providers and admissions criteria (in alphabetical order)</i>	
Abbey Nursery Unit	14-15
Comber Nursery Unit	16-17
Donaghadee Nursery Unit	18-19
Glenbrook Nursery School	20-21
Kircubbin Community Nursery School	22-23
Millisle Nursery Unit	24-25
Newtownards Nursery School	26-27
Portavogie Nursery Unit	28-29
St Mary's Nursery Unit	30-31
West Winds Nursery Unit	32-33
<i>List of Voluntary and Private Providers</i>	
Ballygowan Community Playgroup	34
Ballywalter Pre-school Unit	35-36
Bees Nees Early Years Centre	37-38
Carrowdore Early Years Centre	39
Chirpy Chicks Pre-school	40

Chuckles Playgroup	41-42
Country Kids Day Nursery	43-44
Hundred Acre Wood Playgroup	45
Jiminy Crickets Playgroup	46
Kilmood Playgroup	47
Little Doves Childcare Centre	48-49
Movilla Playgroup & Nursery	50
Play-a-Way Childcare Centre	51-52
Portaferry Pre-School Ltd.....	53
Right Rascals Day Nursery	54
St Finian's Early Years Centre	55-57
The Playcentre at Manor Court	58-59

NORTH DOWN BOROUGH COUNCIL

PRE-SCHOOL ENROLMENT

CONTENTS

*Description of Nursery Schools/Units/Voluntary and Private Providers and admissions criteria
(in alphabetical order)*

	PAGE NO
Bangor Central Nursery School	60-61
Bloomfield Nursery Unit	62-63
Hollywood Nursery School	64-65
Kilcooley Nursery Unit	66-67
Kilmaine Nursery Unit	68-69
Rathmore Nursery Unit	70-71
St Malachy's Nursery Unit	72-73
Towerview Nursery Unit	74-75
Trinity Nursery School	76-77

List of Voluntary and Private Providers

Ballycrochan Playgroup	78-79
Ballyholme Presbyterian Church Pre-school	80
Bangor Abbey Pre-School Centre	81
Bangor West Nursery Playgroup	82-83
Bo-Peep Corner Pre-School Playgroup	84-85
Crawfordsburn Playgroup	86
Early Days Playgroup	87-88
Glencraig Integrated Playgroup	89-90
Groomsport Playgroup Ltd	91-92
Little Acorns Pre-School	93-94
Redburn Community Playgroup	95-96
St Comgall's Pre-School Centre	97-98
Tiddli-winks Playgroup	99
Tiggers Palace Nursery	100

GLOSSARY OF TERMS USED IN THIS BOOKLET

Admissions Criteria	The criteria drawn up by the Board of Governors of each school/management of the voluntary or private provider and applied in order to select the children to be admitted if the school/pre-school setting is over subscribed.
Admission Number	The maximum number of children which a pre-school setting may have on its register at any time, as determined by the Department of Education.
Appeal Tribunal	A tribunal set up by the Education and Library Board, but independent of it, which hears appeals lodged by parents against the decisions of Boards of Governors.
Controlled Schools	Schools owned, maintained and staffed by the Education and Library Board.
Final Pre-school year	Children born between 02.07.2008 - 01.07.2009
Integrated School	A school which, through the composition of its Board of Governors and of its enrolment, endeavours to promote an ethos of integrated education.
Maintained School	A voluntary school which by reason of the composition of its Board of Governors, receives assistance from the Education and Library Board and the Department of Education.
Nursery Unit	An approved unit providing formal nursery education, managed as part of a primary school.
Pre-School Provider/ Pre-School Setting	Free pre-school places are available from a range of providers in a variety of settings – nursery schools, nursery units, reception classes in primary places and voluntary and private playgroups and day nurseries in receipt of funded places.
PSEEP	Pre-school Education Expansion Programme.
Reception Class	Children enrolled in a primary school, excluding nursery units, who are aged 4, but have not reached the lower limit of compulsory school age, and who will be entering P1 the following September.
Socially Disadvantaged Circumstances	For the purposes of enrolment in pre-school this means persons in receipt of Income Support or Income-based Jobseeker's Allowance.
Statutory Criteria	Legislation requires providers to give preference to children from socially disadvantaged circumstances in their final pre-school year and children who have July and August birthdays in their final pre-school year.
Sub-Criteria	If within one admission criterion there is oversubscription, some schools will apply a clearly defined set of sub-criteria to identify the children to be admitted.
Underage	Children born between 02.07.2009 - 01.07.2010

Enrolment in Pre-School Education: Key Dates

Wednesday 11 January 2012
(not later than 12 noon)

Closing date for receipt of parents' applications to 1st preference providers.

STAGE 1 (11 January 2012 – 30 March 2012): Consideration of Applications from **pre-school age** children **ONLY** (ie born between 2.7.08 – 1.7.09).

Friday 16 March 2012

Final date for receipt and consideration of new applications (will be considered as a late application), additional information and changes of preferences in exceptional circumstances within Stage 1. Anything received after this date will not be considered until Stage 2.

Friday 30 March 2012

Issue of letters by providers advising parents of the setting for which their **final pre-school aged** children have been accepted; *and*

Issue of letters by the Education Boards advising parents of those final pre-school aged children who have **not** been offered a place and advising where places are still available and how to apply for these places.

STAGE 2 (2 April - 1 June): Consideration of new applications and additional preferences from pre-school age children not placed in Stage 1. Applications from children in their penultimate pre-school year (ie underage) will also be considered at this stage. NOTE: A pre-school age child will always get priority over an underage applicant during the Admission Process (1.1.12 – 1.6.12)

Friday 13 April 2012

Date by which additional preferences from unplaced pre-school children are to be returned to Boards. New applications or additional preferences received after this date will be considered as 'late' and will not be considered until all punctual pre-school age applicants have been processed.

Wednesday 25 April 2012

Final date for receipt and consideration of new applications, additional information and changes of preferences in exceptional circumstances within Stage 2. Anything received after this date will not be considered until after the issue of placement letters on 1 June 2012.

Friday 1 June 2012

Issue of letters by providers advising parents of the setting for which their child has been accepted;

and

Issue of letters by boards advising parents whose children have **not** been offered a place and advising where places are still available.

Wednesday 13 June 2012
not later than 4:00 pm

Final date for notice of intention to appeal against nursery schools'/units' admission decisions to be received by the Board.

(**ONLY** applies to Nursery Schools/Units as there is no right of appeal against a voluntary/private provider)

Procedure for Enrolment and Further Information

1 Where are Pre-School places available and how do I obtain further information?

This booklet provides information on pre-school places available in:

- Nursery Schools
- Primary Schools with Nursery Classes (Nursery Units) in the Board's area
- Voluntary/Private settings who receive funding under the PSEEP

(hereafter called 'providers')

Free pre-school places in the voluntary and private sector only applies to part-time provision (normally 5 sessions per week, each lasting at least 2½ hours per day during the school year). In nursery schools and primary schools with nursery units, attendance takes the form of full day (4½ hours per day) or part-time (2½ hours per day, either morning or afternoon sessions). A few schools have both full-time and part-time sessions. Information on the duration of classes/sessions is listed in this booklet under the detail for each provider.

A child is only entitled to one free place in a school or playgroup or private nursery eg a child may not have a free place in a playgroup in the morning and attend a nursery school in the afternoon.

• Reception Class Provision

In addition to the pre-school providers listed in this booklet some primary schools have reception classes for children who have reached their 4th birthday but are under compulsory school age (ie children born after 1 July 2008). Arrangements for admissions to these 'reception classes' are entirely different to those relating to 'nursery' classes. Parents may apply to both using separate application forms for nursery and reception. Information is contained in the Primary School Admissions Information Booklets available from the primary school in which you are interested or from the Open Enrolment Office (contact 90 566568).

• Paying Places

Many voluntary, private playgroups and private day nurseries may also have fee-paying places available for pre-school children. The arrangements for admission, as described in this booklet, do **not** apply to fee-paying places. Parents make direct contact with these providers.

While there is no guarantee that a child will receive a funded pre-school education place during the child's final year of pre-compulsory education, the objective of the Pre-School Education Programme is to have a good quality pre-school education place for every child in the final year of pre-compulsory education whose parents wish to avail of such a place. While it would be the board's wish to match provision to parental preference, it is recognised that a minority of parents will not be able to access a funded place in their preferred education setting.

2 Must my child go to Pre-School?

No. Pre-school education is **not** compulsory, however good quality pre-school education has important benefits.

3 Which children qualify for pre-school education?

The target age group is those children who are in their final pre-school year who were born between 2 July 2008 and 1 July 2009 (inclusive). If there are still places available children born between 2 July 2009 and 1 July 2010 **MAY** also be admitted – but free places for these children are only available in nursery schools or nursery units. Playgroups normally accept children from three years of age but only those born between 2 July 2008 and 1 July 2009 will be eligible for a funded place. The target age groups are outlined in the statutory criteria for each pre-school setting.

4 Where can I get an application form?

Application forms can be obtained from any “provider” mentioned in this book (preferably your first choice) or from the open enrolment office of any Education and Library Board. It can also be downloaded from the SEELB website: www.seelb.org.uk

5 Who do I return the form to?

The form must be completed and returned with a copy of your child’s birth certificate to your first preference provider by **12.00 noon on Wednesday, 11 January 2012**.

6 Completion of Application Form

A sample copy of the application form is set out on pages (11-12). Only one application form can be submitted and on it list **all** the providers where you would be willing to accept a place (continue on a separate sheet if required). Submitting more than one form may invalidate all pre-school applications for the child.

SECTION A

Complete your child’s name, date of birth, home address and parent/guardian’s details.

SECTION B

This section allows you to list up to **six** preferences ie six places where you would consider sending your child and to state the reasons for your preferences. You are strongly advised to list more than one preference, as there is no guarantee that you will be successful in obtaining a place at your first preference provider as they may receive more applications than they have funded places. Only list the providers that are included in the boards’ booklets and ensure that the published name (not local name) is used. If a provider has more applications than places, it must select children for admission by applying the admissions criteria. It is vitally important that you give the provider all the information that is relevant to either the statutory criteria or the sub-criteria determined by the provider. If all applicants meet the statutory criteria, it is the individual provider’s sub-criteria that determine which children are selected for admission. These sub-criteria could include whether the child has a family connection with the school/playgroup eg a brother or sister previously attended, the distance of a child’s home to the school/playgroup.

If you do not put the information on the form as to how your child meets a particular criterion then the provider cannot give your child consideration under this criterion. Some further examples of relevant information are given on the form but you should examine the criteria of those providers that you are listing as preferences, consider how your child meets these and list this under each of your preferences and attach any verifying documents if requested by each provider.

Preferences - The legislation recognises up to two preferences to a provider where full-time and part-time places are available. This means if you would prefer a full-time place for your child at a provider but would also be willing to accept as a lower preference a part-time place you should name that provider twice on the form. This can be consecutively but this is not necessarily the case, eg.

- | | | |
|---|------------|-----------------|
| 1 | Provider A | full-time place |
| 2 | Provider B | full-time place |
| 3 | Provider A | part-time place |

However the legislation does **not** differentiate between a part-time morning session and a part-time afternoon session. The distribution of part-time places ie a morning or an afternoon session is a matter for the provider.

Parents should note that the independent appeal tribunal only has the power to award a full-time or part-time place. It does **not** have the power to distinguish between a morning part-time and an afternoon part-time place.

SECTION C

The Statutory criteria require providers to give preference to children from socially disadvantaged circumstances in their final pre-school year. This is defined by the Department of Education as a child whose parent is in receipt of Income Support or Income-based Jobseeker's Allowance (these are the *only* qualifying benefits as stipulated in the legislation). When parents apply for places for their child on this basis they must have their application form stamped by the Social Security Agency to confirm they are in receipt of Income Support or Income-based Jobseeker's Allowance. **The onus is on parents to ensure that the form is stamped and submitted to the first preference setting by 12.00 noon on Wednesday, 11 January 2012.**

SECTION D

Read the declarations, sign and date the form. If you are in any doubt or there are points which you wish to clarify attach an explanatory note. If a parent gives false or misleading information (eg date of birth, home address) and because of this the child obtains a place, the place will be withdrawn. If you are in doubt you should check with the first preference principal/playgroup leader and/or obtain advice from the education and library board.

Verifying Documents

Parents are requested to read carefully the Department of Education's letter at the front of this booklet.

- Birth Certificates are required with the application form

Some providers request other verification documents with the application form. Others indicate that they may contact parents if they require further documentation. *Please read the admissions criteria carefully, not just for your first preference provider but for all the providers named on your application form.*

Where documents are requested during the procedures, acceptance is conditional on documents being supplied. It is important that they are submitted within the timescale requested by the school.

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 a school to offer a place.

7 Admissions Procedure

(a) How do Pre-School Providers decide who to accept?

If a pre-school provider has sufficient places all eligible children will be accepted. If a provider has more applications than free places it will be required by law to give priority to:

- children in their final pre-school year who are from socially disadvantaged circumstances (whose parents receive Income Support or Income-based Jobseekers' Allowance); and
- 4 year olds with July and August birthdays.

Pre-school providers will implement this legal requirement through application of the statutory admission criteria. If there are more applications meeting a particular statutory criterion than there are places available then the provider will select between these applicants by applying their own sub-criteria. These sub-criteria normally differ from setting to setting.

The admissions procedure is in two stages:

Stage 1 of the procedure (Wednesday 11 January – Friday 30 March 2012) deals **only** with children in their pre-school year.

Stage 2 of the procedure (Monday 2 April – Friday 1 June 2012) deals with those pre-school age children who did not secure a place in Stage 1 and who have now nominated further preferences from a list of settings with vacant places *and* those children not yet in their pre-school year ie underage.

NB: A pre-school age child will always get priority over a penultimate pre-school age child (ie underage) during the admissions procedure.

(b) Application of the criteria/procedure

Stage One (11 January 2012 – 30 March 2012)

At stage one only applications for children in their **final pre-school year** will be considered.

- **If there are more places available than there are such applications**, then the provider will accept all these applications.
- **If there are more applications than places available**, then the Board of Governors/Management Committee must select children for admission by firstly applying the **statutory criteria** in order and, if necessary, their sub-criteria. The application forms of those children not selected will be returned to the Board for onward transmission to the next setting named on the application form.

This procedure continues until:-

- The child is selected by a provider named on the form.
- All preferences named have “not selected” the child.
- The time allowed for Stage 1 has elapsed.

During Stage 1 - Changes of Preferences in exceptional circumstances/New Applications/ Additional information

Apart from those necessitated by exceptional circumstances, no changes of preference will be processed. If you wish to change your preference you must withdraw the original application and then submit a new application. If this occurs after 12 noon, 11 January 2012, your ‘new’ application will be treated as ‘late’. Additional information/new applications/changes of preferences necessitated by exceptional circumstances eg change of town (which must be verified), will be processed up to Friday 16 March 2012. After this

date new applications/additional information/ changes of preferences necessitated by exceptional circumstances cannot be processed until stage 2.

Recalling children within Stage 1

If any places subsequently become available in an *oversubscribed* setting (between 2 April - 1 June), these places should be allocated immediately to any children refused admission in Stage 1 and according to their place in the rank order at the end of Stage 1.

Stage Two (2 April 2012- 1 June 2012)

Pre-school settings who allocated all their available places in Stage 1 will not be involved in Stage 2.

- At this stage school based providers with places available consider applications received for children in their **penultimate pre-school year** along with applications received for children in their final pre-school year who were unplaced at the end of Stage 1 and who have now nominated further preferences.
- Voluntary and private providers **with places available** will consider applications for children in their final pre-school year who were unplaced at the end of Stage 1 and who have now nominated further preferences. These settings are not permitted to consider applications from children in their penultimate pre-school year
- The procedure similar to that described for stage one will operate.

During Stage 2 - Changes of Preferences in exceptional circumstances/New Applications/ Additional information

Additional information/new applications/changes of preferences necessitated by exceptional circumstances eg change of town (which must be verified), will be processed up to Wednesday 25 April 2012. After that date new applications/additional information/ changes of preferences should be communicated directly to the provider(s) of your choice for consideration after 1 June 2012.

Except in relation to the appeals procedure the Open Enrolment Admission Procedure concludes on **Friday 1 June 2012**.

If a vacancy occurs after 1 June 2012 all previous unsuccessful applicants (including 'late' applications) and new applications will be considered and the place(s) allocated to the applicant who best meets the admissions criteria.

(c) When would my application be considered late?

Stage 1: Wednesday 11 January 2012 - Friday 30 March 2012

If your application is received after 12 noon on the 11 January 2012 your application will be considered 'late' and will not be considered until all punctual pre-school age applications are considered. If the setting has less applications than available places (ie undersubscribed) your child will be offered a place.

Note: If your application is received **after 16 March** it will not be considered until Stage 2 of the procedure.

Stage 2: Monday 2 April 2012 – Friday 1 June 2012

(ie. consideration of new applications/additional preferences for final pre-school age applicants and underage applicants)

If your application was 'late' at Stage 1 and could not be considered it can now be treated on an equal basis with all other applications in Stage 2.

Any new applications/additional information/additional preferences received after the **13 April 2012** will be considered as 'late' in Stage 2 and will not be considered until all punctual pre-school age applications are considered.

Please note that, due to the restrictions of the timetable, it may not be possible to process all the preferences listed on an application form by 1 June 2012

Underage Applicants (children born between 2.7.09-1.7.10)

If your application is received after 12 noon on the 11 January 2012 it is 'late' and will only be considered in Stage 2 of the process **if** the settings listed are undersubscribed.

(d) When will I be notified?

There are **two** dates of notification:

i. Stage 1 - Children in their final pre-school year (ie born between 2.07.08-01.07.09)

Providers will issue letters to this group on Friday 30 March 2012 advising those parents whose children they are accepting.

ii. Stage 2 - Children not yet in their final pre-school year (ie born after 1 July 09)

Providers will issue letters to this group on Friday 1 June 2012 advising those parents whose children they are accepting **AND** to all other selected applicants (ie those pre-school children not selected at first stage).

On both days the board will also advise parents of those children **not** selected by any provider and will include information regarding places available.

(e) When will any document(s) that I have attached to my application form be returned to me?

All original documents will be returned to you by the provider where your child is placed. The Board will return all documents to those who have been unsuccessful in securing a pre-school place on Friday 1 June 2012.

8 Can I submit more than one application?

NO. If you submit more than one application form you will have made a false declaration and a place if awarded may be withdrawn by any or all of the Providers concerned.

9 Can I indicate preferences for settings in different board areas on the same form?

Yes. All boards operate the same system.

10 Can I indicate a preference for a non-funded place on the form?

The open enrolment procedure only relates to the provision of funded places. **If you are interested in a "paying" place at a voluntary or private provider you should contact the provider directly.** If you do name a "paying" place on the application form, the board will not process this preference but will proceed to the next preference listed which has funded places.

11 Do I need to complete a new application form if my child is already attending a Nursery School/Unit?

Yes. There will be no automatic entitlement to a second year's pre-school education placement.

12 Appeals

(a) Can I appeal against a decision not to admit my child?

Only in the case of applications made to a nursery school or nursery unit can you appeal to an Independent Appeal Tribunal. However the Tribunal's powers are limited. An appeal can only be brought on the grounds that the school's criteria were not applied or were not correctly applied in deciding to refuse a child admission to the school.

There is no right of appeal to the Independent Appeal Tribunal against a decision by a private or voluntary provider or where a parent has indicated a preference for a morning part-time place and an afternoon part-time place is offered (or visa versa).

(b) Appeal Tribunals

An Independent Appeal Tribunal only has the power to award a full-time or a part-time place. It does not have the power to distinguish between a morning part-time and an afternoon part-time place therefore there is no right of appeal.

Members can only consider information available to the Board of Governors at the time it made its decision. New evidence cannot be considered.

(c) How do I appeal?

You must write to the Clerk of the Appeal Tribunal (Nursery), South Eastern Education and Library Board, Grahamsbridge Road, Dundonald, Belfast BT16 2HS indicating your intention to appeal and this must be received by **4 pm on Wednesday 13 June 2012**. Please give your child's name, date of birth and the nursery school(s)/unit(s) that you wish to appeal against.

Finally, if there is any aspect of this procedure you are unclear about please contact the Open Enrolment Section of the SEELB on 028 9056 6568. We will be glad to give you any further assistance you may require.

NB: At the time of going to print, this booklet provides details of presently approved pre-school providers. It should be noted however that providers can withdraw from the scheme. The Department of Education has indicated that in order to qualify for funded places a provider must have enrolled at least 8 children in their immediate pre-school year. Parents should be aware therefore that providers can be required to withdraw, or may withdraw voluntarily, from the scheme at any time.

The information in this booklet relates to the 2012/13 school year and all information is correct at time of going to print.

FOR PRE-SCHOOL USEReceived by 1st preference providerDate Time Initials Birth Certificate checked & attached ☐Target Age Young Age **EDUCATION AND LIBRARY BOARDS OF NI****APPLICATION FOR ADMISSION TO PRE-SCHOOL EDUCATION IN THE 2012/13 SCHOOL YEAR**

Please read the Board's Information Booklet(s) before completing this form. Pay particular attention to the guidance on completing the form and the Admissions Criteria of the schools/playgroups/private nurseries which you are nominating as preferences. Schools/playgroups/private nurseries are hereafter called providers. This form only refers to applications to providers with places funded by a Board. **PLEASE COMPLETE IN BLACK INK**

SECTION A YOUR CHILDChild's Forename(s)* Child's Surname* (*as recorded on birth certificate)Male ☐ Female ☐ Child's Date of Birth **BIRTH CERTIFICATE SHOULD BE ATTACHED TO THIS FORM**Name(s) of Parent(s) or Guardian(s) Dr/Mr/Mrs/Miss/Ms Child's Home Address Postcode Parent's/Guardian's Tel Number: (Home) (Work) (Mobile) **SECTION B PREFERENCES, SESSIONS, AND REASONS FOR CHOICE**

Before completing this section you should read the admissions criteria. **Providers cannot be held responsible for refusing your child a place if you do not detail the relevant information on this form or do not attach any documentation requested.** Relevant information MAY include: nearest provider to child's home; living in Parish; brother(s)/sister(s) are attending or have attended; details of special circumstances (evidence may be required).

Where a school provider has both full-time and part-time sessions you may have to list the school twice as a preference. Under SESSION below please record your preferences - tick FT (Full-time) or PT (Part-time).

(NOTE: FT is usually 4½ hours per day, 5 days per week. PT is usually 2½ hours per day, 5 days per week)

If you do not nominate sufficient preferences there is a possibility your child will not secure a pre-school place.

PREFERENCES State Name of Provider and reasons for preference which relate to Admissions Criteria (continue on a separate sheet if necessary)

SESSION (see above)

(FT or PT)

please tick ✓

1st Reasons for preference:

FT	OR	PT
----	----	----

2nd Reasons for preference:

FT	OR	PT
----	----	----

3rd Reasons for preference:

FT	OR	PT
----	----	----

4th Reasons for preference:

FT	OR	PT
----	----	----

5th Reasons for preference:

FT	OR	PT
----	----	----

6th Reasons for preference:

FT	OR	PT
----	----	----

For Board Use

Selected	Not Selected
----------	--------------

PLEASE READ THE ADMISSIONS CRITERIA FOR ALL PROVIDERS NAMED OVERLEAF AND LIST BELOW THE DOCUMENTS, IF ANY, WHICH YOU ARE ATTACHING TO THIS FORM.

If you have further preferences please continue on a separate sheet and put the name of your child at the top.

Please tick if further preferences are attached: ☐

Please tick if your child is being assessed for Special Educational Needs ☐

SECTION C **SOCIAL DISADVANTAGE**

If you are claiming priority because of social disadvantage you **MUST** take this form to your local Social Security Office where the information below will be completed. The providers will not be able to give priority unless the box below has been stamped by the Social Security Agency.

Entitled to Income Support ☐

Entitled to Income-based Job Seeker's Allowance ☐

Name of person holding entitlement: _____

SOCIAL SECURITY OFFICE OFFICIAL STAMP



Certified by _____

Date _____

SECTION D **DECLARATION**

I confirm that:-

- (a) This is the **ONLY** application form submitted for pre-school education in respect of the child named overleaf.
- (b) I have read the published Admissions Criteria of the providers nominated overleaf.
- (c) I am aware that my child is only entitled to **ONE** free place in a school/playgroup or private nursery.
- (d) The address I have given is the child's home address and **NOT** the address of a child minder/another relative or a business address.
- (e) I understand that it is my responsibility to provide all relevant information on or attached to this application form.
- (f) The details I have given on this form are correct. I am aware if a place is awarded on the basis of false information it will be withdrawn.

Signed _____ (Parent/Guardian) Date _____

THIS FORM MUST BE RECEIVED BY THE FIRST PREFERENCE PROVIDER NO LATER THAN

12 NOON ON WEDNESDAY 11 JANUARY 2012

DATA PROTECTION STATEMENT – The information on this form is required by the Board for the purpose of processing your application. The information is covered by the provisions of the Data Protection Act 1998. Your signature to the form is deemed to be an authorisation by you to allow the Board to process and retain the information for the purpose(s) stated.

USEFUL NUMBERS

SOUTH EASTERN EDUCATION AND LIBRARY BOARD

Board Headquarters
Grahamsbridge Road
Dundonald
BELFAST
BT16 2HS
Telephone: (028) 9056 6200
Fax No: (028) 9056 6564
website: www.seelb.org.uk

NORTH EASTERN EDUCATION AND LIBRARY BOARD

County Hall
182 Galgorm Road
BALLYMENA
BT42 1HN
Telephone: (028) 2565 3333
website: www.neelb.org.uk

WESTERN EDUCATION AND LIBRARY BOARD

1 Hospital Road
OMAGH
BT79 0AW
Telephone: (028) 8241 1411
website: www.welbni.org

COUNCIL FOR CATHOLIC MAINTAINED SCHOOLS (CCMS)

160 High Street
Holywood
Co Down
BT18 9HT
Telephone: (028) 9042 6972
Fax No: (028) 90424255
Email: info.ccms@nics.gov.uk

BELFAST EDUCATION AND LIBRARY BOARD

40 Academy Street
BELFAST
BT1 2NQ
Telephone: (028) 9056 4000
website: www.belb.org.uk

SOUTHERN EDUCATION AND LIBRARY BOARD

Charlemont Place
The Mall
ARMAGH
BT61 9AX
Telephone: (028) 3751 2200
website: www.selb.org

DEPARTMENT OF EDUCATION

Rathgael House
Balloo Road
BANGOR
BT19 7PR
Telephone: (028) 9127 9279
website: www.deni.gov.ni

ABBAY NURSERY UNIT
90 MOVILLA ROAD
NEWTOWNARDS
BT23 8RQ

Principal: Ms P Magowan B.Ed. DASE M.Ed.

Chairman of Board of Governors: Mr K R Logan B.Sc (Hons) Dip H & S C.Eng

CONTROLLED NURSERY UNIT

Telephone: 028 9181 9141

Fax: 028 9182 3806

E-mail: pmagowan690@c2kni.net

Website: www.abbeyprimary.net

Admissions No. 52 (part-time)

Abbey Nursery Unit is part of Abbey Primary School and is situated in the grounds of the school at 90 Movilla Road on the eastern outskirts of Newtownards. This purpose built single unit is a self-contained building in keeping with the style and appearance of the primary school buildings. It is an integral part of the school and shares the school ethos of learning and enjoyment in an atmosphere of care and support.

The Unit has an attractive central play room with an adjoining quiet room, staff/parents room and appropriate toilet and washing facilities. There is an outside play area specifically for the use of the nursery children. This area was doubled in size in the summer of 2011 to include a safety surface and large climbing apparatus as well as a garden area. This area enables children to explore the natural world and gives opportunities to grow flowers, fruit and vegetables.

The aim of the Nursery Unit is to provide a safe and happy atmosphere in which each child entrusted to our care can develop his/her full potential in every aspect of his/her growth and development. This will be achieved in an environment where children feel secure and where they are challenged and encouraged to acquire knowledge, understanding, skills, values and attitudes through play.

The Nursery Unit has its own uniform of red polo shirt, navy sweater with the school badge and navy track bottoms. The wearing of the uniform is encouraged to promote a sense of pride in belonging to the Abbey 'family'.

Nursery children have opportunities to visit the Primary School and its facilities are available to them. This aids with the preparation for transition into Primary 1.

The Unit is staffed by a full-time teacher and one full-time and one part-time assistant; they are fully supported in their work by an interested and dedicated Board of Governors.

There are two sessions daily with a maximum of 26 children in each session.

Morning session: 8:50am to 11:20 am

Afternoon session: 12:30pm to 3:00 pm

Application forms are available from the school and parents who are considering making an application are welcome to visit. Parents are asked to note that a place in the Nursery Unit does not guarantee a child a place in Primary One.

The Nursery Unit will have an Open Afternoon on **Wednesday 14th December 2011** from **4pm-6pm** when interested parents can have the opportunity to meet with staff and view the Nursery facilities.

Admissions Criteria for September 2012

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. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

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.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support. (See note 1 below)
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support. (See note 1 below)

Note 1: When parents apply for places for their children on this basis they must have their application forms stamped by the Social Security Agency to confirm that they are in receipt of Income Support or Income-based Jobseeker's Allowance.

- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 1 July 2010, taken in chronological order (starting with the oldest).

Sub-Criteria

In the event of over-subscription in any of the criteria numbered 1-5 above the Board of Governors will admit pupils in accordance with the following sub-criteria, in the order stated.

- i Children who have an older brother/sister (half brother/half sister) enrolled at Abbey Primary School;
- ii Children whose parents/step-parents are employees of Abbey Primary School;
- iii Children who have had an older brother/sister (half brother/half sister) enrolled at Abbey Primary School;

- iv Children who are the eldest or only children in their family;
- v Other children.

Supplementary Criteria

In the event of continued oversubscription in any of the above sub-criteria preference will be given to children on the following basis:

- i Abbey Nursery Unit listed as first preference;
- ii Chronological age starting with the oldest;
- iii Distance from home to Abbey Primary School as measured in a straight line on an ordnance survey map from home to the front gate of the school.

Applications after 1 September 2012

Criteria as above.

COMBER NURSERY UNIT
DARRAGH ROAD
COMBER
BT23 5BX

CONTROLLED NURSERY UNIT

Telephone: 028 9187 2197
Fax: 028 9187 0679
E-Mail: mmaybin119@c2kni.net

Acting Principal: Miss M Maybin

Chairman of Board of Governors: Canon J P O Barry

Admissions No. 52

A Nursery Unit was completed in May 2000 and opened its doors officially in September 2000 for the 52 new children enrolled in the Nursery. It is situated in the Infant wing of the school and has its own separate entrance.

This purpose built Unit has a main classroom with adjoining 'Quiet Room' and toilet area for the children. Other rooms include a staff room, staff/disabled toilet, a kitchen and storeroom. There is a door leading from the classroom to the enclosed outside play area which has been suitably landscaped. It has an outdoor sand-pit and covered patio area to allow for all weather conditions. We also have a newly installed adventure playground with a safety wetpour surface and large climbing apparatus, including slides, tunnel, rope ladder, and climbing wall.

The Unit is staffed by a full-time teacher and assistant, both of whom are fully qualified and experienced in Nursery education. Children are encouraged to wear a nursery uniform of sweat shirt/polo shirt available from the school.

The maximum enrolment will be 52 part-time children with 26 in each session.

Morning session: 8.50 am – 11.20 am
Afternoon session: 12.30 pm – 3.00 pm

In Nursery Education 'Play' forms the basis of the curriculum and is the central agent and motivating force for all the child's learning. Therefore it is our aim in Comber Nursery Unit to provide a secure and happy environment where each child, through careful planning and provision of a widely-based curriculum, will develop to his/her full potential in all aspects of growth and development. We aim to provide an

interesting, challenging and engaging environment in which each child will be encouraged to think, reason and become decision makers. An emphasis will also be placed on developing positive attitudes and values.

The Nursery Unit will have the full use of the facilities within the Primary School including new library and multi-use games area completed in September 2005. This will help to familiarise the children with the teachers and the environment, making the transition into Primary 1 a more confident one.

Application forms may be obtained from the school. The Board of Governors will be involved in the application of the admissions criteria.

Parents who are considering making an application are welcome to visit.

Admissions Criteria

An **original birth certificate** should accompany all applications.

*Applicants should note that where an address contained within an application qualifies it for admission, then that address will be verified. To enable the Board of Governors to verify addresses, all applicants should provide any **two** of the following four **original documents** which shows the address at which the child is resident:*

- a current bank or building society statement;
- a current utility bill;
- a letter awarding child benefit;
- the child's Medical Card.

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 a pre-school to offer a place.

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.

- 1 Children born between 2 July 2008 and 31 August 2008 and whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 1 July 2010 in chronological order.

In the event of over-subscription in any of the above criteria 1-4 the Board of Governors will admit pupils in accordance with the following sub-criteria in the order stated:

- (a) Children who have an older brother/sister (half brother/sister) enrolled at Comber Primary School;
- (b) Children with an older brother/sister (half brother/sister) who will be enrolled at Comber Primary School in September 2012;
- (c) Children whose intended P1 placement for September 2013 is Comber Primary School;

- (d) Children whose parents nominate Comber Nursery Unit as 1st preference;
- (e) Children whose parents are employees of the school.

Supplementary Criterion

In the event of over-subscription in any of the sub-criteria, preference will be given to children on the basis of proximity of their home to the school (as measured by a straight line on an ordnance survey map from home to the front gates of the school).

Applications after 1 September 2012

Criteria as above.

DONAGHADEE NURSERY UNIT
NORTHFIELD ROAD
DONAGHADEE
BT21 0BD

CONTROLLED NURSERY UNIT

Telephone: 028 9188 3452

Fax: 028 9188 8231

E-Mail: info@donaghadeeps.newtownards.ni.sch.uk

Principal: Mr E Barr BA (Hons) PGCE DASE PQH

Chairman of Board of Governors: Mr D Donaldson

Admissions No. 52 (part-time)

The Nursery Unit at Donaghadee Primary School is a purpose built facility sited attractively in the garden area of the school. The Nursery Unit operates as an integral and important part of the school and shares the school's distinctive ethos of care and support for all children.

The Nursery has a large playroom, parents' room, quiet room, utility room, toilets, playground and covered play area. An extensive range of learning materials is available offering every child important and stimulating opportunities.

Outdoor play equipment includes a climbing frame, balance beam, play fort and stepping stones. The outdoor play area has been extensively developed to encourage the exploration of plants and natural materials.

The aim of the Nursery Unit is to provide an environment where children feel secure and happy and acquire knowledge, understanding, skills, positive values and attitudes through play.

Children are required to wear a simple uniform of polo shirt, sweatshirt and jogger bottoms, this is available for purchase from a local supplier. There are two sessions daily with a maximum of 26 in each class:

Session 1: 8.50am – 11.20am

Session 2: 12.30pm – 3.00pm

Every child will be fully encouraged in his/her emotional, social and physical development and will develop an understanding of important language, mathematical and scientific concepts.

All of the considerable facilities of Donaghadee Primary School are available to the Nursery Unit and this will be most helpful in making the transition into Primary School, when the time comes.

Staffing comprises a fully qualified teacher and classroom assistance. Parents who are considering making application are very welcome to visit the school and speak to the staff.

Donaghadee Nursery Unit is committed to the enjoyment and success of every child and to working in partnership with parents.

Application forms may be obtained from the school. An **Information Evening** for interested parents to visit our school will be held on Thursday 5 January 2012.

Parental Information

Please note:

1. All application forms should be accompanied by a Birth Certificate in order to verify the age of the child.
2. The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on the application form.
3. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the application form.

4. Original documents are required and not facsimiles or photocopies.
5. **Parents are advised to include all relevant details to enable Governors to apply the criteria accurately.**

Admissions Criteria

Places in the Nursery Unit will be allocated according to the following criteria:

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of **Income-based Job Seeker's Allowance or Income Support. (see Note 1)**
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of **Income-based Job Seeker's Allowance or Income Support. (see Note 1)**
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 1 July 2010, taken in chronological order (starting with the oldest).

Sub-Criteria

In the event of over-subscription in any of the above criteria, children will be admitted in accordance with the following sub-criteria, in the order stated:

- (a) Children with an older **brother/sister*** enrolled at Donaghadee Primary School or with a current application for enrolment (e.g. Year 1). *Please list name(s) and current class(es).*
- (b) Children who have had an older **brother/sister*** enrolled at Donaghadee Primary School. *Please list name(s) and last year of attendance.*

- (c) Children who are the **eldest or only** children in their family.
- (d) Children whose **parents or stepparents** attended Donaghadee Primary School. *Please list name(s) and last year of attendance.*
- (e) Other children.

***includes half-brother/sister, step-brother/sister and foster brother/sister.**

Supplementary Criteria

In the event of continued over-subscription in any of the above criteria, preference will be given to children on the following basis in the order stated:

- (i) Donaghadee Nursery Unit listed as first preference.
- (ii) The child's home address has been assigned the postcode BT21.
- (iii) Chronological age – starting with the oldest children.
- (iv) The proximity of the child's home to the school as measured in a straight line from the school front door to their home. Distances will be determined on the basis of measurements taken from the OSNI website.

Applications after 1 September 2012

Criteria as above.

Further details and application forms may be obtained from the school.

Note 1: Application forms must be stamped by the Social Security Office to confirm that the parent(s) is/are in receipt of the Job Seeker's Allowance or Income Support.

**GLENBROOK NURSERY SCHOOL
33 GLENARD ROAD
NEWTOWNARDS
BT23 4HS**

CONTROLLED NURSERY SCHOOL

Telephone: 028 9181 9629

Principal: Mrs J Gibson

Chairman of Board of Governors: Mr J Bryce

Admissions No. 52 full-time places

Glenbrook is a purpose-built, two unit Nursery School which opened in 1981. It is situated off Talbot Street on an attractive south facing site, comprising paved and grassy play areas. A major outdoor project was completed some years ago, adding a large climbing frame on impact absorbent surface and extensive landscaping of the playground which now includes a sensory garden, and a nature trail. The outdoor area also includes a large sand pit and patio area, which promotes imaginative play outdoors, and further climbing and confidence building activities outdoors. Indoors there are two well-resourced playrooms with an excellent range of play materials, both natural and man-made.

The policy of the school is to provide a secure and happy atmosphere in which each child can develop to their fullest potential in every aspect of their growth and development, by giving them access to a wide range of commercially produced and natural materials within a safe and stimulating environment where learning is fun. The members of staff are constantly involved with, and supportive of, the children as they seek to respond to their efforts, participate in their play and observe their progress. The staff are aware that acceptance, love, approval, encouragement and security are vital to the development of a young child, so they are keen to accept and build upon the past experiences, individual attributes and abilities which each child brings to school.

The school benefits greatly from an involved, dedicated Board of Governors who support and encourage the staff in their work. The staff work as a team and constantly up-date their knowledge and review their practice in

order to provide the highest standard of education for each child.

The maximum enrolment at the school is 52 full-time places.

Following an inspection in May 2004 the inspectors concluded:

“There are major strengths in all aspects of the educational and pastoral provision in this nursery. The needs of the children are being met very effectively”.

**AFTER SETTLING IN HAS BEEN
COMPLETED ALL CHILDREN
ATTEND FROM
8.50AM – 1.20PM**

Please note school meals are an integral part of the provision for all children.

Parents wishing to have more information may visit the school’s Open Day on Saturday 10th December 2011 from 10.00am – 11.30am. Children who will be attending the Nursery have an opportunity to visit with a parent or carer before starting.

Admissions Criteria for 2012/2013

In response to the Department of Education Circular Number 2011/12, the Board of Governors have drawn up the following admissions criteria.

In the context of the Regulations, the term “a child with socially disadvantaged circumstances” means a child whose parent is in receipt of “Income Support” or “Income-based Job Seeker’s Allowance”.

If the school is over-subscribed the following criteria will be applied in the order 1-5:

- 1 Children from socially disadvantaged circumstances who will be aged 4 before 1 September in their final pre-school year – born between 2 July 2008 and 31 August 2008.
- 2 Children from socially disadvantaged circumstances who will be aged 3 before 1 September in their final pre-school year – born between 1 September 2008 and 1 July 2009.
- 3 Children not falling within 1 or 2 above who will be aged 4 before 1 September in their final pre-school year – born between 2 July 2008 and 31 August 2008.
- 4 Children not falling within 1 or 2 above who will be aged 3 before 1 September in their final pre-school year – born between 1 September 2008 and 1 July 2009.
- 5 All other children born between 2 July 2009 and 1 July 2010.

In the event of over-subscription in any of the above criteria 1-4, the following sub-criteria will be applied:

Sub-Criteria

- (a) Children whose parent/grandparent/guardian is or was a permanent employee of the school or is or was a serving governor within the last 5 years eg 1st January 2007;
- (b) Children whose sibling (ie full or half brother/sister and foster siblings) have previously attended or currently attends this school and has done so for a full school year. (name and date of birth of sibling(s), and year they attended this nursery should be shown on application);

- (c) Children whose first preference is Glenbrook Nursery School;
- (d) Children who are the eldest or only child in the family;
- (e) Children whose primary home is closest to Glenbrook Nursery School as measured using the distance as the crow flies using R.A.C. Routefinder.

In the event of over-subscription in criterion 5, the following sub-criterion will be applied:

- (a) Children born on or nearest 2 July 2009.

A copy of the child's full birth certificate must accompany the application form.

Parents who wish their child to be considered under criteria 1 or 2, must have their application stamped by the benefits office before the application form can be accepted by the school.

Parents may return forms and necessary documentation to the school between 8.00am and 3.00pm Monday to Friday. A receipt will be issued to confirm application.

Postal applications should include any necessary documentation and a stamped, addressed envelope for return of receipt.

Principal: Mrs Lisa Hickson

Chairperson of Board of Governors: Mrs M Roulston

Admissions No. 52

Kircubbin Community Nursery School is a unique school situated on its own purpose built site at 1 Church Grove, Kircubbin. Kircubbin Community Nursery School is not attached to any of our three local primary schools. Kircubbin Community Nursery School is designed to bring all children together for an excellent pre-school experience.

The Steering Group and Board of Governors reflect the diverse traditions within our community and this ethos will permeate all aspects of the schools management and staffing.

The Nursery School is staffed by one teacher plus two nursery assistants, both fully qualified and experienced in Nursery Education.

We provide a welcoming and inclusive atmosphere for children of diverse religious, social, cultural and ethnic backgrounds coming from the wider Kircubbin and Greyabbey area. We seek to celebrate each child's unique qualities and to provide equality of opportunity for all children in the community.

The aim of the nursery is to welcome children into a safe and caring environment in which there will be opportunities for them to discover and develop their talents and skills.

A positive ethos will build self-esteem and encourage the confidence children require to progressively extend their range of activities. By learning through play, exploring and investigating, communicating and sharing with others and enjoying creative expression and practical activities, we intend to build

upon their natural curiosities so that they will develop into eager and successful learners.

We encourage the active involvement of parents and intend to work in partnership with them for the benefit of their children.

The enrolment number is 52. 26 children will be accommodated in a morning session and another 26 children in an afternoon session.

The session times are as follows:-

Morning	9:00am – 11:30am
Afternoon	12:30pm – 3:00pm

The Board of Governors will decide on the application of the admissions policy should there be any question of over-subscription.

Admissions Criteria

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. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

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.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income Support or Income-based Job Seeker's Allowance.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income Support or Income-based Job Seeker's Allowance.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 1 July 2010.

Sub Criteria

In the event of oversubscription in criteria 1-4 above the Board of Governors will admit pupils in accordance with the following sub-criteria in the order stated:

- (a) Children whose parent(s) are employees of the school or a member of the Board of Governors
- (b) Children who have listed Kircubbin Community Nursery School as their first preference
- (c) Children whose primary home postcode is closest to the school postcode as measured using the distance as the crow flies using Free Map Tools.Com.

Should the measurement of distance prove inconclusive children will be selected for admission on the basis of the initial letter of the surname as recorded on the child's birth certificate in the order set out below:

**I L Mac A O U M G O' P C R Mc J V S K
H D E F Z B T N Q W X Y**

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 surnames 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.

In the event of oversubscription within criterion 5, final selection will be based on eldest first. For those children born on the same day, sub-criterion (c) will apply.

The Board of Governors will seek to reflect the diverse traditions within our community.

Notes

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 the basis of incorrect or misleading information then the Board of Governors may withdraw the offer. All criteria will apply as at the closing date on the application form.

Applications after 1 September 2012

Criteria as above.

**MILLISLE NURSERY UNIT
ABBEY ROAD
MILLISLE
NEWTOWNARDS BT22 2DD**

CONTROLLED NURSERY UNIT

Telephone: 028 9186 2552

Fax: 028 9186 2541

E-mail: lpatterson665@c2kni.net

Principal: Mrs L A Patterson BA (Hons) LGSM PQH (NI)

Chairman of Board of Governors: Mr S Cassells

Admissions No. 26 (full-time)

The Millisle Nursery Unit opened in September 2002 and offers a full-time session to our Nursery children.

The purpose-built Nursery Unit is attractively situated in the grounds of Millisle Primary School. The Nursery operates as an integral and important part of the school and shares the school's distinctive ethos of care and support for all children.

Accommodation comprises a large attractive playroom with adjacent reception area, quiet room, utility room, staffroom and toilet area. An extensive range of learning materials is available offering every child important and stimulating opportunities. There is an outside play area specifically for the use of nursery children, which consists of an all weather surface and a newly developed nature garden. The staffing is one teacher and one nursery assistant.

A Full-time session is available from 9:00 am – 1:30pm each day.

In the nursery the children feel secure and happy and will acquire knowledge, understanding, skills and positive values and attitudes through play.

Parents will be encouraged to play an active role in their child's education. The nursery aims to provide a happy, secure and disciplined environment where children can develop emotionally, physically and intellectually at their own rates through challenging and progressive play.

All the facilities of Millisle Primary School are available to the Nursery Unit. This enables the children to become acquainted

with the primary school teachers and the environment.

The Nursery Unit received a most favourable Inspection Report in January 2008 –

“There is a very positive ethos which is based on excellent working relationships between the staff and the children. The staff create a well-organised, rich and stimulating environment which the children clearly enjoy. The quality of education provided in this Nursery Unit is very good.”

Further details, a nursery prospectus and application forms may be obtained from the school.

Admissions Criteria

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. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

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

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.

- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.

In the event of over-subscription in any of the above criteria 1-4 children will be admitted in accordance with the following sub-criteria in the order stated:

- i Children with an older brother/sister (half brother/sister) who currently attend Millisle Primary School or with a current application for enrolment (eg Year 1) in September 2012. (Please list name(s) and current class(es)).
- ii Children who have had an older brother/sister (half brother/sister) enrolled at Millisle Primary School (Please list name(s) and last year of attendance).
- iii Children who are the eldest or only children in their family.
- iv Children whose parents or stepparents attended Millisle Primary School (Please list name(s) and last year of attendance).
- v Children whose parents or stepparents are permanent employees or Governors of the school.
- vi Children whose parents have stated Millisle Nursery Unit as their first preference.
- vii Chronological age starting with the oldest. In the event of a tie between 2 children having the same date of birth, preference will be given to the child who lives closest to the school.

Should there be any places remaining, applications will be considered from those children born between 2 July 2009 and 1 July 2010. Places will be allocated in strict chronological order.

Applications after 1 September 2012

Criteria as above.

Further details and application forms may be obtained from the school.

**NEWTOWNARDS NURSERY SCHOOL
2 PORTAFERRY ROAD
NEWTOWNARDS
BT23 8SQ**

CONTROLLED NURSERY SCHOOL

Telephone: 028 9181 5098

Principal: Mrs P Lyons

Chairman of Board of Governors: Mr S Cassells

Admissions No. 52

Newtownards Nursery School, which opened in 1967, is a bright, airy, purpose-built double unit. A maximum of 52 children will be admitted to the school. There are two full-time sessions operating within the following times:

8.50 am-1.20 pm

The school has recently undergone considerable refurbishment and the accommodation now comprises two bright and colourful playrooms with adjacent child-friendly bathrooms. Between the two playrooms is a new quiet/playroom, which can be accessed by both classes. The playrooms lead onto a covered safe-surfaced play area with climbing frames. This can be used in all weathers. Outside there is also a grass area and a paved area where children can ride bicycles and get involved in playground games. A large sand house has also been installed and again this can be used in all weathers. We very much encourage the children to become involved in outdoor play as valuable physical and social skills are developed.

The staff of the school are all fully trained and have considerable experience in the pre-school sector and constantly upgrade their knowledge and skills through appropriate in-service training. We aim to provide a stable, caring and stimulating environment where children from all sections of the community learn to live, work and play together. The children are encouraged by the adults around them to reach their full potential in all aspects of their development. Learning is FUN and takes place through a wide variety of carefully planned activities which are

provided to stimulate curiosity and promote a wider use of language. Good social behaviour is encouraged and emphasis placed on the development of self-respect, confidence and consideration for others.

The school actively welcomes parents to become involved in the life of the school. A volunteer recruitment drive is held each year, which enables parents to share in this early stage of their child's school career.

Parents are welcome to visit the school at any time by prior arrangement with Mrs Lyons. Prospective parents and children shall be given the opportunity to attend an open day before the school year begins.

The school has a very dedicated Board of Governors who support and encourage the staff in their work.

Parents wishing to have more information may visit the school's Open Day which will be held on **Saturday 10 December 2011 from 10.00am to 12.00noon. THIS WILL BE FOR ADULTS ONLY.** Children will have an opportunity to visit with a parent before starting.

Admissions Criteria

The Board of Governors have agreed the following admissions policy.

In the event of the school being over-subscribed, the following criteria will be applied in accordance with The Pre-School Education in Schools (Admissions Criteria) Regulations (NI) 1998.

Criteria will be applied in the following order of priority:

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 1 July 2010.

In the event that the school is over-subscribed in any of the above criteria 1-4 the following sub-criteria will be applied:

- (a) Those whose brother/sister, half brother/sister have attended the school for at least 50% of their school year;
- (b) Children whose parent/grandparent is a permanent employee at the school;
- (c) Children whose first preference is Newtownards Nursery School.
- (d) Children born on or nearest 2 July 2008.
- (e) Proximity of child's home address to school as measured by public road.

In the event of over-subscription in criterion 5 preference will be given to children born on or nearest 2 July 2009.

Applications after 1 September 2012.

Criteria as above.

If applying under criteria 1 or 2 parent(s)/guardian(s) MUST have their application forms stamped by the Social Security Agency to confirm that they are in receipt of Income Support or Income-based Job Seeker's Allowance. This must be done before the form is handed into the school.

ALL applications MUST be accompanied by a birth certificate which shall be checked and returned.

**PORTAVOGIE NURSERY UNIT
NEW HARBOUR ROAD
PORTAVOGIE
NEWTOWNARDS BT22 1EE**

CONTROLLED NURSERY UNIT

**Telephone: 028 4277 1771
Fax: 028 4277 2348
E-Mail: lbell433@c2kni.net**

**Principal: Miss L Bell B.Ed
Chairman of Board of Governors: Mr J Young**

Admissions No. 52

The Nursery Unit, which is an integral part of Portavogie Primary School, opened in January 2000. It is situated within the grounds of the school close to the seashore.

This attractive purpose-built Unit has a main playroom with adjoining reception area, quiet room, utility room, staff room, toilet area and storerooms. There is also a safe, enclosed area for outdoor play containing a covered sand area, playhouse and bicycle track. We also make use of the adjoining grassy area which houses a purpose built climbing frame.

The enrolment number is 52. 26 children will be accommodated in the morning session and another 26 children in the afternoon session.

The session times are as follows:

Morning	9.00am-11.30am
Afternoon	12.30pm-3.00pm

The Unit is staffed by one teacher plus one nursery assistant, both fully qualified and experienced in Nursery Education.

The overall aim of the Nursery Unit is to create a stimulating and flexible learning environment. It is our wish that your child will feel secure and will be extremely happy with us and that they will benefit from the wonderful advantage of pre-school education. We hope that they will flourish in a relaxed, secure and fun environment where they will investigate, explore and discover something new everyday.

The staff will work closely together to plan the curriculum so that each child will have opportunities to experience a wide variety of activities, thus enabling them to develop

skills, concepts and positive attitudes and values.

A child's first educator is the parent. We feel parents and staff should regard each other as partners in the child's education. Your child will develop and no doubt feel more confident and secure when there is a strong partnership between home and school and where both parties are working together for the benefit of the child. To this end we welcome parents in the nursery unit and encourage them to play an active role in their child's beginning education. The bonds thus forged are an excellent start towards developing the full potential of each and every child.

The pupils come from Portavogie and other villages in the Peninsula. The children make full use of the facilities available in Portavogie Primary and attend special events (when suitable) during the school year.

Parents who wish to have their children considered for admission must complete an application form. Forms are available at the school.

New parents will always be welcome to visit the nursery unit by arrangement with the Principal.

Admission Criteria:

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. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal

of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

Please note that it is the parent's responsibility to ensure that all relevant information regarding the stated admissions criteria is included on the application form.

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.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 31 August 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 6 Children born between 1 September 2009 and 1 July 2010 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 7 Children born between 2 July 2009 and 31 August 2009.
- 8 Children born between 1 September 2009 and 1 July 2010.

In the event of over-subscription, in any of the set criteria numbered 1-8 above, the following sub-criteria will be applied:-

- (a) Children whose parent(s) are employees of the school;
- (b) Children with an older brother/sister (half brother/sister) enrolled at Portavogie Primary School;
- (c) Children who have had an older brother/sister (half brother/sister) enrolled at Portavogie Primary School;
- (d) Children who have listed Portavogie Nursery Unit as their first preference.

In the event that governors are still not able to distinguish between application in any of the above sub-criteria the following supplementary criteria will be applied in the order below:

- i) Children will be accepted on the basis of chronological age; starting with the oldest.
- ii) Children on the basis of proximity of their home to the school as measured by walking distance by road or paved public footpath.

Notes

- i) Any application on the basis of Criteria 1,2,5 & 6 **must** have their application forms stamped by the Social Security Agency to confirm that they are in receipt of Income Support or Income-based Job Seeker's Allowance.

**ST MARY'S NURSERY UNIT
53 WINDMILL HILL
PORTAFERRY
BT22 1RH**

MAINTAINED NURSERY UNIT

**Telephone: 028 4272 8278
Fax: 028 4272 9650**

Principal: Mr J F Magee

Chairman of Board of Governors: Mr Peter Merron

Admissions No. 26

St Mary's Nursery Unit opened in September 2002.

The primary aim of this Catholic school is to help each child into a closer, personal relationship with God. As a Catholic Nursery Unit our role will be one of complementing the home and assisting parents in the Christian Education of their child. We believe that every child is special and our aim is to educate the whole child in a warm, caring atmosphere where his/her social, emotional, physical, intellectual, creative and spiritual needs will be met by a dedicated staff. Children will be given a broad range of experiences within the Nursery Curriculum which will help them to develop their knowledge, skills, self-esteem, confidence and respect for others and their environment.

The maximum enrolment will be 26 part-time places and the Nursery will operate each weekday morning from 9.00am to 11.40am. The unit will be staffed by one teacher and one assistant, both of whom will be fully qualified and experienced in Nursery Education.

Parents who choose the school for the education of their children are expected to support the teaching staff in their commitment to the values and ideals which underpin the ethos of our Catholic faith.

Enrolment details are available from the Principal.

In response to the Regulations issued by the Department of Education, the Board of Governors have drawn up the following Admissions Criteria.

Admissions Criteria

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. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

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 have determined that, in the event of more applicants than the places available, the following criteria will be applied in the order set down, to select children for the available places.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) are in receipt of Income-based Job Seeker's Allowance or Income Support who reside in the Parish of St Patrick's Ballyphilip.
- 2 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) are in receipt of Income Support or Income-based Job Seeker's Allowance.
- 3 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) are in receipt of

Income Support or Income-based Job Seeker's Allowance who reside in the Parish of St Patrick's Ballyphilip.

- 4 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) are in receipt of Income Support or Income-based Job Seeker's Allowance.
- 5 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) reside in the Parish of St Patrick's Ballyphilip.
- 6 Children born between 2 July 2008 and 31 August 2008 who have a brother or sister enrolled in St Mary's.
- 7 Children born between 2 July 2008 and 31 August 2008.
- 8 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) reside in the Parish of St Patrick's Ballyphilip.
- 9 Children born between 1 September 2008 and 1 July 2009 who have a brother/sister enrolled in St Mary's PS.
- 10 Children born between 1 September 2008 and 1 July 2009.
- 11 Children born between 2 July 2009 and 1 July 2010.

Admissions Sub-Criteria

In the event of over-subscription in any of the above criteria 1-10 children will be admitted in accordance with the following sub-criteria in the order stated:

- (a) Children who have/had a brother/sister enrolled in St Mary's Primary School.
- (b) Children whose parent/guardian is currently a permanent employee in the school or a member of the Board of Governors.

- (c) Chronological age starting with the eldest. In the event of a tie between 2 children having the same date of birth, preference will be given to the child that lives closest to the school.

In the event of over-subscription in criterion 11, sub-criteria (c) will apply.

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 the basis of incorrect or misleading information then the Board of Governors may withdraw the offer. All criteria will apply as at the closing date on the application form.

The Admissions Criteria will be applied by a Selection Committee consisting of the Principal and three Governors, subject to the final approval of the Board of Governors. If parent(s)/guardian(s) have any difficulty in completing the form they should consult the Principal.

**WEST WINDS NURSERY UNIT
SUNDERLAND PARK
NEWTOWNARDS
BT23 4RQ**

**Principal: Mrs A Duncan
Chairman of Board of Governors: Mr D McDowell**

CONTROLLED NURSERY UNIT

**Telephone: 028 9181 5212
Fax: 028 9182 2328
Website: www.westwindspis.org
E-mail: aduncan709@c2kni.net**

Admissions No. 26

West Winds Nursery opened in September 1998 and is located in the main school building which is adjacent to the Comber Road.

The nursery is extremely well equipped providing a large playroom with integral wash/toilet facilities, a utility room, a quiet room for stories etc., and a sun room which opens onto a fully enclosed outdoor play area with sand pit and log cabin.

The nursery provides full-time places for 26 children, from 9.00 a.m. to 2.00 p.m. each day. School meals, prepared in our own school kitchen, are served in the nursery or children may bring a packed lunch.

The teaching staff comprises of one nursery teacher and one nursery assistant.

The staff encourage parents to become involved in their children's nursery education and coffee mornings are held to enable the teacher to have close informal contact with all parents.

The nursery aims to provide a happy, secure environment where children can develop at their own rates through challenging and progressive play. It also aims to provide opportunities for the children to grow in self-confidence, develop a good self-image, to practice and understand social skills and to communicate their feelings to their peers and adults.

The nursery has its own uniform of red sweatshirt and blue jogging bottoms with the nursery emblem embroidered on the sweatshirt. Wearing of the uniform is encouraged.

Admissions Criteria

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.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 1 July 2010 according to chronological age, eldest first.

In the event that the school is over-subscribed in any of the above criteria, the following sub criteria will be applied in the order set down. If over subscribed in any one of the sub-criteria, children who live closest to the school, as measured by a straight line on an ordnance survey map from home to the front gates of the school, will be given priority.

- (a) Those whose brother(s) or sister(s) are currently enrolled in the school.

- (b) Children whose parent is currently a permanent employee of the school.
- (c) Children who have listed West Winds Nursery Unit as their first preference.
- (d) All other children.

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 and proof of address.

If parents are applying under criteria 1 or 2 application forms should be stamped by the Social Security Agency to confirm that they are in receipt of Income Support or Income-based Job Seeker's Allowance.

Applications after 1 September 2012

Criteria as above.

**BALLYGOWAN COMMUNITY PLAYGROUP
COMBER ROAD
BALLYGOWAN
BT23 5TN**

VOLUNTARY PLAYGROUP

Telephone: 078 4515 8223

E-mail: ballygowancommunityplaygroup@hotmail.co.uk

Contact Name: Miss Jan Tipping (Playgroup Leader)

Number of Funded Places: Ranging from 10 - 26

Ballygowan Community Playgroup was established in 1984 and ran successfully in the Village Hall for 27 years. In September 2011 we moved into our new purpose built premises on the grounds of Alexander Dickson Primary School, funded by the Department of Education.

This bright new environment enhances our provision in which we aim to promote learning through play and support personal, social and emotional development.

We believe all children should be valued, stimulated, encouraged and listened to in order to reach their full potential through growth in confidence and self-esteem.

As a committee run playgroup we welcome parental involvement. We also endeavour to forge strong links with the community in which we are based through visitors, fundraising and special events.

We work to ensure the playgroup offers equality of opportunity for all children and their families. We aim to maintain high standards of provision and are registered with social services and are members of Early Years.

Our team of friendly, qualified staff will help and encourage your child to explore and develop at their own pace. With opportunities to make friends, learn new skills and have fun we hope to make your child's pre-school year as rewarding as possible.

Session times:

Monday to Friday: 9:15am – 12noon

Admissions Criteria

All children admitted must be in their final pre-school year i.e they must have been born between 2nd July 2008 and 1st July 2009 inclusive and have attained their 3rd birthday on or before 1st July 2012.

Preference will be given to:

- 1 Children born between 2 July 2008 and 31 August 2008 whose parents are in receipt of Income Support or income-based Job Seekers' Allowance.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parents are in receipt of Income Support or income-based Job Seekers' Allowance.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

In the event of oversubscription in any of the above criteria, the following sub-criteria shall be applied:-

- (a) Children whose sibling attended the playgroup.
- (b) Children who have listed the playgroup as their first preference.
- (c) Children already enrolled in our afternoon group
- (d) Children who live in closest proximity to the playgroup.
- (e) Children with September – June birthdays with preference being given to the oldest child.

In the event of children having the same date of birth, places will be allocated in alphabetical order of the surname.

BALLYWALTER PRE-SCHOOL UNIT
c/o BALLYWALTER PRIMARY SCHOOL
12 STUMP ROAD
BALLYWALTER
BT22 2NT

VOLUNTARY PLAYGROUP

Telephone: 077 7620 4936

Practice Manager & Early Years Co-Ordinator: Sonya Patterson BA (Hons) CERT ED

Number of Funded Places: Ranging from 10 - 36

Ballywalter Pre-School Unit is situated within the grounds of Ballywalter Primary School. The Unit has a well presented and resourced main playroom with adjoining kitchen and toilet area. There is also an enclosed pleasant and stimulating outdoor area. We have access to other facilities within the school including use of the school assembly hall for physical play activities.

Currently we have 37 part time funded places split between two sessions, Monday to Friday. The session times are as follows:

Morning 8:45am-11:15am
Afternoon 12:20pm-2:50pm

Our aim is to provide a happy, safe, secure and stimulating environment where children can develop through fun, challenging and progressive play opportunities. Our planning is curriculum based and covers the six areas of learning and development.

The quality of our provision is monitored by The Department of Education and Social Services from whom we have received favourable reports.

The Unit is staffed by dedicated, caring, fully qualified and experienced staff who regularly upgrade their knowledge and skills through appropriate training.

We value partnership with parents and actively welcome them to share in their child's pre-school education.

Non-funded Places

We also have provision for children born between 2 July 2009 and 1 July 2010, in a paying capacity. The playgroup, based in

the local community hall runs three mornings a week. Further information is available from the playgroup leader, Jayne Gordon – 07790445479.

Admissions Criteria

The Management Committee reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

For funded places the following criteria will apply:

- 1 Children whose parents are in receipt of Income Support or Income-based Job Seekers' Allowance born between 2 July 2008 and 31 August 2008.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parents are in receipt of Income Support or Income-based Job Seekers' Allowance.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

In the event of oversubscription in any of the above criteria, the following sub-criteria shall be applied:-

- (a) Those attending the playgroup in the term prior to their pre-school year.
- (b) Those who have listed Ballywalter Pre-School Unit as their first preference.
- (c) Nearest pre-school within walking distance.
- (d) Those whose siblings have previously attended the pre-school.

In the event of over-subscription within any of the above criteria, final selection will be by date of birth – oldest first.

For non-funded places, the following criteria will apply:

- Age – 4 year olds will have first preference.

**BEES NEES EARLY YEARS CENTRE
8A GLENARD ROAD
NEWTOWNARDS
BT23 4HS**



VOLUNTARY PLAYGROUP

Telephone: 028 9182 1220

Email: beesnees-earlyyears@hotmail.com

Early Years Manager: Janice Mawhinney

Chairperson of Board of Directors: Mrs Nuala Scott

Playgroup Registered Charity

Not for profit Company limited by guarantee

Number of Funded Places: Ranging from 10 - 26

The Bees Nees Early Years Centre is a purpose-built childcare facility opened in September 1999. The group has been in existence for over thirty years. The premises are situated at the bottom of Glen Estate Newtownards and we draw our children from the surrounding area.

We are a cross community group who work hard to provide the individual care and attention that all children need. We strive to provide equal access to all regardless of background and this is reflected in our policies.

We are open from 8.30am to 6.00pm each day and provide breakfast club, pre-school DENI funded playgroup, lunch club, gap sessions, full day care, out of schools sessions and holiday schemes.

The session times are:

Breakfast Club: 8.30am to 9.00am

Pre-School Playgroup: 9.00am to 12.00noon

Lunch Club: 12.00noon to 1.00pm

Gap sessions: 1.00pm to 2.00pm & 2.00pm to 3.00pm

Out of Schools: 2.00pm to 6.00pm

Holiday Schemes: 8.00am to 1.00pm – 1.00pm to 6.00pm.

We provide varied and stimulating play experiences, which have been planned using the Pre-school Curricular Guidance for education. By extending and building upon home experiences, your child will be able to learn at their own pace, in surroundings suited to their holistic needs and abilities.

The Centre has a bright spacious well equipped playroom, which has a

comprehensive range of equipment and resources. We have a large secure outdoor area for children to experience outdoor activities. By learning through play outdoors children will build on their natural curiosities with using their imagination to develop play spaces with a wide variety of stimulating equipment and use investigative skills to explore nature with growing our own vegetables and our mini beast area.

Active and experimental learning will be promoted, with the support and guidance of a qualified staff team. This comprises of an Early Years Manager, Financial administrator, Early Years Co-ordinator and three Early Years Assistants.

The Early Years Manager supported by the Board of Directors, Parents Committee and staff manages the group to help provide a safe, caring and happy environment where children feel valued. We believe that parents are the most important person in a child's life and we therefore strive to work in partnership with them.

Bees Nees are members of Early Years and are registered with social services. We are also affiliated with C.A.P.S Curriculum and Programme Support Independent Early Years Specialist Service.

Admissions Criteria

Places funded by the Pre-school Education Expansion Programme will be allocated to children in their pre-school year who are resident in Northern Ireland at the time of their proposed admission. Funded places will be allocated in the following order:

- 1 To children from socially disadvantaged circumstances* who were born between 2 July 2008 and 31 August 2008 (both dates inclusive).
- 2 To children from socially disadvantaged circumstances* who were born between 1 September 2008 and 1 July 2009 (both dates inclusive).
- 3 To other children born between 2 July 2008 and 31 August 2008 (both dates inclusive) who have previously attended the Early Years Centre.
- 4 To other children born between 2 July 2008 and 31 August 2008 (both dates inclusive).
- 5 To other children born between 1 September 2008 and 1 July 2009 (both dates inclusive) who have previously attended the Early Years Centre.
- 6 To other children born between 1 September 2008 and 1 July 2009 (both dates inclusive).

*Children from socially disadvantaged circumstances refers to a child whose parent is in receipt of Income Support or Income-based Job Seeker's Allowance.

In the event of over-subscription within any of the above criteria, the following sub-criteria will be applied:

- (a) To children who have listed Bees Nees as their first preference.
- (b) Children who already attend.
- (c) A child referred by Social Services, Health Visitor or other professional.
- (d) A child whose sibling previously attended.
- (e) Any remaining places will be allocated in chronological order of birth – oldest first.

**CARROWDORE EARLY YEARS CENTRE
c/o CARROWDORE PRIMARY
CASTLE PLACE
CARROWDORE
BT22 2JJ**

VOLUNTARY PLAYGROUP

**Telephone: 028 9186 3303
028 9186 2578**

Contact Name: Donna Smyth

Number of Funded Places: Ranging from 10 - 26

Carrowdore Early Years Centre is situated on the Ards Peninsula within the grounds of Carrowdore Primary School.

We currently have places for 24 pre-school children. We offer morning places to children in their final pre-school year on Monday to Friday from 9:00am to 11:45 am. We also open on Monday and Tuesday afternoons when we cater for children not yet in their pre-school year. These children can start our group at the beginning of the term in which they turn three.

We are members of Early Years and are registered by Social Services. We received a very positive report after our inspection by The Education and Training Inspectorate.

We aim to provide a safe, stimulating environment where children have opportunities to develop physically, socially and intellectually through the implementation of a carefully planned play based curriculum covering the six areas of development.

We value partnership with parents and have an open door policy where parents are welcome to visit the group, often becoming involved in outings and activities. Parents may also take a role in the management of the group if they wish.

Admissions Criteria

Applications must be returned to the group by the closing date.

All children admitted to our funded places in 2012/13 must be in their final pre-school year born on or between 2 July 2008 and 1 July 2009.

Priority will be given to children with one or both parents in receipt of Income Support or Income-based Job Seeker's Allowance.

The next priority group will be those children whose 4th birthday falls in July or August 2012.

When these children are accommodated the next priority groups will be determined as follows:

1. Children who have listed our group as their first preference;
2. Children who attended the group, in their penultimate pre-school year;
3. Children who have or have had older siblings attend the group;
4. Children who are the eldest or only child in a family;
5. Chronological order of birth – oldest first.

In the event of over-subscription in any of the above criteria, preference will be given to those children who live closest to the Playgroup measured from home to Playgroup by public road.

Parents wishing to be given priority on the basis of being in receipt of Income Support or Income-based Job Seeker's Allowance must have their application form stamped by a Social Security office.

**CHIRPY CHICKS PRE-SCHOOL
THE VILLAGE HALL
NEWTOWNARDS ROAD
GREYABBEY
BT22 2PZ**

VOLUNTARY PLAYGROUP

Telephone: 07976593386

Contact Name: Debbie Moore (Playgroup Leader)

Number of Funded Places: Ranging from 10 - 26

Chirpy Chicks Pre-school is a rural based pre-school in the heart of the community. Our aim is to provide a safe, secure and stimulating environment where pre-school children can learn through play experiences, before moving on to a formal teaching at school. At present we have four members of staff who are qualified and experienced in early year's childcare and education. Throughout the year we have student placements therefore ensuring a high staffing ratio. We offer 5 play sessions, Monday – Friday from 9.00am – 12.00noon. The schedule for the year provides opportunities for all children to progress and develop through carefully planned activities and learning experiences in accordance with the pre-school curriculum.

Our objectives are to:

- receive and welcome pre-school children between the ages of 2 years 9 months and 5 years of age regardless of religious background, class, ethnic origin or disability or special needs;
- provide opportunities for children to investigate, explore and satisfy their curiosity and to explore the environment both inside and outside the playroom, experience success in their activities, extend their sense of wonder and develop a positive attitude towards learning and show care, concern and respect for others with whom they interact;
- foster a caring attitude and good relationships between staff and children; staff and parents and children within the setting.

Admissions Criteria

NB: Applicants should note that they may be required to produce documents verifying their address.

For funded places under the Pre-school Expansion Programme the following criteria will apply to children in their final pre-school year ie born between 2 July 2008 and 1 July 2009:

- 1 Children born between 2 July 2008 and 31 August 2008 whose parents/guardians receive Income Support or Income-based Job Seeker's Allowance.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parents/guardians receive Income Support or Income-based Jobseekers Allowance.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Once all children with July and August birthdays have received funded places then those children with September birthdays will be given priority.
- 5 Other children in their final pre-school year - priority will be given to children who spend the year/term prior to their final pre-school year (non-funded) with the group.

In the event of over-subscription, in any of the above criteria, preference will be given to those children who live closest to the pre-school measured by distance from home.

**CHUCKLES PLAYGROUP
BOWLING PAVILION
PORTAFERRY ROAD
NEWTOWNARDS
BT23 2AJ**

VOLUNTARY PLAYGROUP

**Telephone: 028 9182 6730 (Playgroup)
079 0266 8427 (Mobile)**

Contact Name: Mrs Violet E Stevenson (Playgroup Leader)

Number of Funded Places: Ranging from 10 - 26

Chuckles Playgroup is a committee run centre, providing childcare and education within the local community.

The Playgroup is set within the grounds of the Bowling Pavilion, which offers a bright, spacious room with excellent indoor/outdoor facilities and a vast range of modern equipment where children can develop physically, intellectually, emotionally and socially.

All staff within Chuckles are fully qualified. The Playgroup is registered with the Department of Education and Social Services; from whom we have received very favourable inspection reports. We are registered with Early Years and have our own independent Early Years Advisor.

We aim to provide a safe, caring, healthy and stimulating environment where the needs of the children are paramount. There is an extensive range of appropriate materials to assist with the education programme planned within the six areas of knowledge as outlined in the Curricular Guidance for Pre-School Education (DENI).

Session times: Monday – Friday 09.00 – 12.00noon

Admissions Criteria

In the event of oversubscription applicants should note that the Management Committee reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form. The provision of false or incorrect information or the failure to provide information within the deadlines set

by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

It is our intention to make our playgroup genuinely accessible to children and families from all sections of the local community, irrespective of religion, gender, colour, disability or means. We will ensure that the existence of the Playgroup is widely known, by appropriate advertising within the local community. A number of funded places are available. Preference for these will be given to:

- 1 Those children from socially disadvantaged circumstances i.e children whose parents receive Income Support or Income-based Job Seeker's Allowance (not contribution-based Job Seeker's Allowance), who are in their final pre-school year* and who have July or August birthdays.
- 2 Other children in their final pre-school year* from socially disadvantaged circumstances.
- 3 All other children in their final pre-school year* with July or August birthdays.
- 4 All other children who are in their final pre-school year*.

In the event of oversubscription in any of the above criteria the following sub-criteria will be applied in the order set down:-

- (a) Children who have listed "Chuckles Playgroup" as their first preference;

- (b) Children already attending the playgroup;
- (c) Children whose brother or sister have attended the playgroup;
- (d) Date of birth – oldest first.

Remaining non-funded playgroup places will be allocated to:

- (a) Children already attending the playgroup;
- (b) Children whose brother or sister have attended the playgroup;
- (c) Children with special factors (eg medical or social factors);
- (d) Children according to date of application.

This will be reviewed annually and amended as necessary.

In the event of over-subscription in any of the above criteria, preference will be given to those children who live closest to the Playgroup measured by distance from home (the address where the child **lives** with his/her main parent/guardian – this may have to be verified) to the Playgroup by public road.

*Final pre-school year meaning those children born between 2 July 2008 and 1 July 2009.

**COUNTRY KIDS DAY NURSERY
PRE-SCHOOL UNIT
223 KILLAUGHEY ROAD
DONAGHADEE
BT21 0LJ**

Contact Name: Elaine McKenna (Manager)

PRIVATE NURSERY

Telephone: 028 9188 9555

**Email: info@countrykidsni.co.uk
Website: www.countrykidsni.co.uk**

Number of Funded Places: Ranging from 10 - 26

Country Kids Pre-school Unit is based at a family run day nursery on a working farm on the outskirts of Donaghadee. From September 2011 pre-school runs in our purpose build pre-school unit which is separate from the main day nursery. There are extensive outdoor areas including the ongoing development of a role play area and opportunities for the children to visit the farm animals, providing a stimulating and exciting environment for the children.

Country Kids pre-school unit provides the highest quality professional early years education for every child in its care, within a stimulating, happy and safe home from home environment. The children have opportunities to develop physically, socially, emotionally and intellectually through the implementation of a carefully planned programme based on the "learning through play" principle. There is an extensive range of appropriate play materials and equipment to assist with the programme planned within the six areas of learning outlined in the Curricular Guidance for Pre-school Education (DENI).

The Pre-school unit has three dedicated and qualified staff, the leader holds a BA (Hons) Early Years. They work closely with parents to ensure that each individual child's development is fulfilled, providing a solid foundation for them as they enter formal education.

Session times:

8.50am – 11.20am Monday - Friday
Wrap around care (fee paying) is provided in the pre-school unit from 7.30am – 6.00pm if required by parents.

Country Kids is registered with Social Services and is a member of Early Years. They have attained the NCNA/Early Years All Ireland Centre of Excellence Award for the second consecutive period which reinforces the high standards of care and education provided in this setting.

Admissions Criteria

It is our intention to make our pre-school accessible to children and families from all sections of the local community. In order to accomplish this we will apply the following criteria for funded places in the following order:

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.

Sub-Criteria

In the event that the pre-school unit is oversubscribed in any of the above criteria, children will be admitted in accordance with the following sub-criteria in the order stated:

- (a) Children already attending the nursery for 6 months or more (non-funded).
- (b) Children already attending the nursery for less than 6 months (non-funded).
- (c) Children whose relations (brother, sister, step brother or sister, or cousin) have previously attended the nursery.
- (d) The child's home address has been assigned the postcode BT21.
- (e) Age of child – oldest first.

In the event of one place remaining and two children with birthdays on the same day the funded place will be allocated to the child whose primary home postcode is closest to the nursery postcode as measured using Free Map Tools.com

HUNDRED ACRE WOOD PLAYGROUP
38 BALLYSTOCKART ROAD
COMBER
NEWTOWNARDS BT23 5QY

PRIVATE PLAYGROUP

Telephone: 028 9187 8555

Fax: 028 9187 8676

Email: info@hundredacrewoodplaygroup.co.uk

Website: www.hundredacrewoodplaygroup.co.uk

Contact Name: Mrs Fiona McCoy (Director)

Wendy Chambers (Playgroup Leader) Morning /Jill Burgess (Playgroup Leader)Afternoon

Number of Funded Places: Ranging from 10 - 36

Hundred Acre Wood Playgroup is in a rural community with a spacious outdoor play area, providing a safe, happy and stimulating environment, where children can make new friends, and in an enjoyable way, develop to confidently take the next step in their education. The building was purposely designed with under floor heating, pure air system and CCTV, which monitors every room indoors, and all of the outside play area and exits and entrances. We are registered with social services and are also members of Early Years.

Our fully qualified staff aim, in partnership with parents, to develop each child's full potential as a unique individual, within a secure and caring environment. This is achieved through individual care and attention made possible by a high ratio of adults to children and offering a balanced curriculum, which fulfils, through challenging and stimulating play, the developmental needs of each child attending.

Session times: 09.00 am – 11.45 am

Lunch Club: 11.45am to 12.30 pm (small fee)

Afternoon: 12.15pm – 2.45 pm

Admissions Criteria

It is our intention to make our pre-school genuinely accessible to children and families from all sections of the local community. In order to accomplish this we will apply the following criteria for funded places in the following order:

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.

- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.

- 3 Children born between 2 July 2008 and 31 August 2008.

- 4 Children born between 1 September 2008 and 1 July 2009.

In the event of over-subscription, within any of the above criteria, Hundred Acre Wood will admit children in accordance and order of the following sub-criteria.

- (a) Children already attending the group (non-funded).
- (b) Children whose brothers/sisters have previously attended the group.
- (c) Children who have listed us as their first preference.
- (d) Age of child – oldest first.

Supplementary Criterion

In the event of one place remaining and two children with birthdays on the same day the funded place will be allocated to the child whose home (the address where the child lives with his/her main carer) is within the nearest geographical distance from the playgroup.

**Contact Name: Miss Nicola Stephenson (Leader)
Mrs C Carser (Director)**

Number of Funded Places: Ranging from 10 - 26

Jiminy Crickets opened in 2003 as an After School Club. A partnership was forged with Andrews Memorial Primary School resulting in a move to the Andrews Hall in 2010. The club expanded its services in 2011 to offer a limited number of pre-school places in this beautiful historic building which has recently been upgraded and refurbished. Our aim is to provide quality pre-school education in a stimulating environment which will encourage the social and emotional development of children.

The maximum enrolment for 2012-13 will be 16 part-time children.

Morning session: 915am – 11.45am

Admissions Criteria

The management reserves the right to require such supplementary evidence as it may determine to support or verify information on the application form. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any pre-school nominated on the applicant's application form.

It is our intention to make our pre-school accessible to children and families from all sections of the community. Allocation of funded places can only be considered for those children in their pre-school year. For funded places under the Pre-school Expansion Programme the following criteria will apply to children in their final pre-school year ie born between 2 July 2008 and 1 July 2009:

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.

In the event of over-subscription in any of the above criteria 1-4 the Management Committee will admit pupils in accordance with the following sub-criteria in the order stated:

Sub-Criteria

- (a) Children who have listed Jiminy Crickets as their first preference;
- (b) Children whose brother/sister or half brother/sister have previously attended Jiminy Crickets Pre-School;
- (c) Chronological age – starting with the oldest children. If two children have the same date of birth preference will be given to the child that lives closest (distance from child's home to the main door of the Andrews Hall by an acceptable walking distance).

KILMOOD PLAYGROUP
24 KILMOOD CHURCH ROAD
KILLINCHY
BT23 6SA

VOLUNTARY PLAYGROUP

Telephone: 028 9754 1868

Contact Name: Mrs Anne Dempster (Playgroup Leader)

Number of Funded Places: Ranging from 10 - 26

Kilmood Playgroup is in a small rural community, providing a safe, happy and stimulating environment, where children can make new friends, and in an enjoyable way, develop to confidently take the next step in their education.

The playgroup, with its well qualified and dedicated staff, (all staff have NVQ Level 3 in Childcare and Education) offer excellent facilities for pre-school children.

The Group is registered and insured with The Early Years Organisation and has been accredited as providing quality early years service. It is inspected by Health and Social Services annually. Our programme is based on the principal of Learning through Play. Planning and Evaluation is carried out using the six areas of learning described in the Curricular Guidance for Pre-School Education (CCEA).

HOURS:

Monday to Friday 9:00 am to 12:00 noon
Tuesday and Thursday afternoons 1:30 pm to 3:30 pm.

Admissions Criteria

It is our intention to make our playgroup accessible to children and families from all sections of the community.

Allocation of funded places can only be considered for those children in their pre-school year.

For funded places under the Pre-school Expansion Programme the following criteria will apply to children in their final pre-school year ie born between 2 July 2008 and 1 July 2009:

- 1 Children whose parents are in receipt of Income Support or income-based Job Seekers' Allowance born between 2 July 2008 and 31 August 2008.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parents are in receipt of Income Support or income-based Job Seekers' Allowance.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

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

- (a) Children who have listed Kilmood Playgroup as their first preference.
- (b) Children who have siblings who have already attended.
- (c) Geographical location – preference will be given to children living within 1½ mile by road.
- (d) Children already attending the playgroup.
- (e) Age – older children will be given preference.

In the event of two children having the same date of birth then the child who lives closest to the playgroup measured by distance from home to the Playgroup by public road will be allocated the place.

**LITTLE DOVES CHILDCARE CENTRE
DAKOTA AVENUE
NEWTOWNARDS
BT23 4QX**

VOLUNTARY PLAYGROUP

Telephone: 028 9182 1380

Contact Name: Mrs Rosemary Wade (Early Years Project Manager)

Number of Funded Places: Ranging from 10 - 26

Little Doves Childcare Centre was established in 1991 and is situated at the rear of the West Winds Community Centre in a purpose built building. The group operates Monday to Friday 9:00 am – 12:00 noon.

The pre-school is partly funded by the Department of Education, registered with Social Services and is a member of - Early Years The Organisation for young children.

The group is an Early Years Accredited Pre-school Centre who have also received excellent inspection reports from the Department of Education and Social Services.

The building is a bright and spacious unit for the sole purpose of the Pre-school and has excellent indoor and outdoor facilities with a fantastic range of equipment and resources all in a caring, safe, happy, stimulating and challenging environment where all the children will have the opportunity to develop socially, emotionally, physically and intellectually through play. There are child sized toilets and basins together with a disabled toilet to facilitate the needs of all children.

The Project Manager together with a very supportive Board of Directors and Parents Committee manage the group to ensure a safe and happy environment for all children attending. As we are a cross community Pre-school we are constantly striving to provide equal access to all regardless of Culture, Religion, Social Class, etc.

The Pre-school has a team of dedicated staff consisting of a Project Manager, Financial Assistant, Early Years Project Leader, Deputy Leader, two Early Years Assistants along with Volunteers and Students. The staff

continually look at their own development and update their qualifications on a regular basis. Staff endeavour to work in partnership with parents to achieve the best start for children in pre-school education. Parents are encouraged to participate in the group in whatever way they feel confident eg parents committee, training, outings and fundraising events. With this in mind we have various mornings in the Community Centre, either courses run by the local college or simply coffee mornings to enable Parents to “get together” with the knowledge that the children are in a happy, caring environment just a few feet away! Members of the group are involved in various Community development projects.

Admissions Criteria

The Management Committee reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

For funded places under the Pre-school Expansion Programme the following criteria will apply to:

- 1 Children whose parents are in receipt of Income Support or Income-based Job Seekers' Allowance born between 2 July 2008 and 31 August 2008.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parents

are in receipt of Income Support or income- based Job Seekers' Allowance.

- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

In the event of over subscription the following sub criteria will be applied, in the following order:

- (a) Children in their final pre-school year* who are already attending the group.
- (b) Children in their final pre-school year who have or have had older siblings attending the group.
- (c) Children referred by Social Services, Health Visitor or other professionals.
- (d) Any remaining places will be allocated to children in their final pre-school year in chronological order of birth – oldest first.

In the event of over-subscription in any of the above criteria, preference will firstly be given according to date of application and then to those children who live closest to the Pre-school Centre measured from home to Pre-school by the public road.

NON-FUNDED PLACES

Remaining non-funded Pre-school places will be allocated to pre-school children who are already attending the Pre-school and the criteria above will apply.

*Final pre-school year meaning those children born between 2 July 2008 and 1 July 2009.

MOVILLA PLAYGROUP AND NURSERY
63 MOVILLA ROAD
NEWTOWNARDS
BT23 8EZ

PRIVATE NURSERY
Telephone: 028 9181 9794

Contact Name: Mrs Diane McIntyre and Mrs Heather McQuade BA (Hons) (Leaders)

Number of Funded Places: Ranging from 10 - 26

Movilla Nursery is a well established private nursery providing places for 26 children. We offer sessions from 9.00am – 12 noon, Monday to Friday. We are registered with Social Services and are also members of Early Years - the Organisation for Young Children.

The qualified and experienced staff are dedicated, and enthusiastically committed to on-going training. One Leader has obtained a BA (Hons) in Early Years Education.

Our aim is to provide a safe, caring, healthy and stimulating environment where the needs of the child are paramount. Through play and good adult/child interaction we aim to treat each child individually, instil confidence, stimulate imagination and develop skills which will help children achieve their full potential. There is an extensive range of appropriate play materials and equipment to assist with the education programme planned within the six areas of knowledge as outlined in the Curricular Guidance for Pre-school Education (DENI).

We recognise parents as the child's first educator and aim to support parents during their child's development. Parents and their children are very welcome to visit us, meet the staff, experience some of our activities and obtain a prospectus for the setting.

Admissions Criteria

The Management Committee reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school

nominated on the applicant's application form.

Funded places under the Pre-school Expansion Programme will be allocated under the following criteria to children in their final pre-school year born between 2 July 2008 and 1 July 2009:

- 1 Children whose families receive Income Support or Income-based Job Seeker's Allowance. Within this group, preference will be given to children with July and August birthdays.
- 2 Other children with July and August birthdays.
- 3 Other children born between 1 September 2008 and 1 July 2009.

In the event of oversubscription children will be admitted in order of the following sub-criteria:

- (a) Children already attending playgroup (non-funded).
- (b) Children whose siblings previously attended the setting, or relatives of staff.
- (c) Children with special needs where supporting evidence is provided.
- (d) Those who have listed Movilla Nursery as first preference.
- (e) All children in their immediate pre-school year registered with the setting (oldest first).

**PLAY-A-WAY CHILDCARE CENTRE
ZION HALL
ZION PLACE
NEWTOWNARDS
BT23 7ER**

**VOLUNTARY PRE-SCHOOL &
PLAYGROUP**

Telephone: 028 9182 2414

Contact Name: Lydia McAlees

Number of Funded Places: Ranging from 10 - 26

Play-a-way Childcare Centre is a Community Business, providing childcare and education within the local community.

The group operates Monday to Friday, from 9:00 am until 11:45am. The group also provides a holiday play club during the summer months.

The staff is highly qualified and very dedicated, bringing experience and continuity of care to all the children.

The group is registered and insured with Early Years The Organisation for Young Children and has been accredited as providing quality early years service and has received excellent inspection reports from the Department of Education and Social Services.

We believe all children should be valued, stimulated, encouraged and listened to, in order to help each child reach their full potential, through growth in confidence, independence and self-esteem.

The centre has an outside play area and the play environment is purpose built, creating a bright and happy environment where children can develop physically, intellectually, emotionally and socially. The education programme is based on the principal of learning through play and planned within the six areas of knowledge as described in the Curricular Guidance for Pre-school Education (CCEA).

Admissions Criteria

All children admitted to funded places must be in their final pre-school year ie born between 2 July 2008 and 1 July 2009.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seekers Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seekers Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.

Sub-criteria

In the event of oversubscription in any of the above criteria, children will be admitted in accordance with the following sub-criteria, in the order stated:

- (a) Children who are already attending (non-funded);
- (b) Children who have had brothers/sisters who previously attended or relatives of staff/directors;
- (c) Those who have listed us as their first preference;
- (d) Children with special medical or social needs;
- (e) All other pre-school children according to their date of birth – oldest first.

Remaining non-funded places will be allocated to:

1. Children already attending the group.

2. Children whose brother/sister previously attended, or relatives of staff/directors.
3. Date of birth – eldest first.

In the event of two children having the same date of birth and only one place remaining, the place will be allocated to the child living within the nearest geographical distance from the home to the play centre.

Parents who wish to be considered for priority on the basis of being in receipt of benefits, must have their application form stamped by a Social Security Office.

PORTAFERRY PRE-SCHOOL LTD
93C HIGH STREET
PORTAFERRY
BT22 1QU

VOLUNTARY PLAYGROUP
(CROSS COMMUNITY)

Telephone: 028 4272 9899
075 7900 6296

Contact Name: Nicky Aston (Leader/Manager)

Number of Funded Places: Ranging from 10 - 26

Portaferry Pre-school was established in 1976. We are a cross-community pre-school attracting children within an eight mile radius. We value our links with parents and our intention is to make our pre-school accessible to children and families from all sections of the local community. The pre-school is partly funded by the Department of Education, registered with Social Services and is a member of The Early Years Organisation.

We operate in a bright and spacious unit with our own secure outside garden play area which is partially safe surfaced. We have a wide range of both indoor and outdoor equipment to challenge the children in a caring and safe environment. We also make full use of surrounding amenities & facilities to extend our learning opportunities.

The group sessions are:- Mon – Fri 9.00am to 11.50am & Mon/Wed 12.30pm to 2.50pm.
Additional classes added as necessary.

Each session is staffed by our experienced (qualified to NVQ Level 3 Early Years) team. They have extensive knowledge and understanding of the needs of the children in their care and always strive to create a caring and happy atmosphere. The group is an Early years accredited group and also received excellent inspection reports from the Department of Education & Social Services.

Admissions Criteria

For funded places under the Pre-school Expansion Programme the following criteria will apply to children in their final pre-school year ie born between 2 July 2008 and 1 July 2009:

- 1 Children whose parents are in receipt of Income Support or income-based Job Seekers' Allowance born between 2 July 2008 and 31 August 2008.

- 2 Children born between 1 September 2008 and 1 July 2009 whose parents are in receipt of Income Support or income-based Job Seekers' Allowance.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

In the event of oversubscription the following sub-criteria will apply:-

- (a) Children already attending the Playgroup;
- (b) Children who have chosen Portaferry Playgroup as first preference;
- (c) Preference will be given to children who intend to spend all the pre-school time in the Playgroup;
- (d) Children whose siblings have attended the Playgroup;
- (e) Three children under 5 in the family;
- (f) Children whose parent's are in receipt of Working Tax Credit;
- (g) In Pre-School year – oldest first.

In the event of two children having the same date of birth then the child who lives closest to the playgroup measured by distance from home to the Playgroup by public road will be allocated the place.

Proof of authenticity will be asked for. Photocopies of birth certificates or allowance books to accompany applications. All applications will be considered and the Playgroup's Admission Criteria will be used strictly to allocate places.

Parents are encouraged to come and visit with their child before joining us so that the child becomes familiar with surroundings and staff. If you would like to call in please give us a ring on the above number to arrange an appropriate time.

**RIGHT RASCALS DAY NURSERY
PRE-SCHOOL UNIT
17 KILMOOD CHURCH ROAD
KILLINCHY
NEWTOWNARDS BT23 6SA**

PRIVATE PLAYGROUP

Telephone: 028 9754 2637

Contact Name: Linda Jackson

Number of Funded Places: Ranging from 10 - 26

Right Rascals is a purpose-built Day Nursery in a beautiful rural location. The Pre-School Unit consists of a spacious playroom which holds 24 children, a covered barn for ride on trikes and access to the surrounding fields.

The playgroup session is from 09:00am – 12:00noon daily and can be extended to suit working parents. **Please note that funded places can only be considered for those children in their pre-school year (born between 02.07.08 – 01.07.09).**

At Right Rascals we provide a safe, stimulating and fun environment to enable children to develop and progress through carefully planned activities within the six areas of knowledge as described in the Curricular guidance for Pre-School education.

Admissions Criteria

Places funded by the Pre-school Education Expansion Programme will be allocated to children applying the Department of Education criteria.

- 1 Children whose parents are in receipt of Income Support or Income-based Job Seekers' Allowance born between 2 July 2008 and 31 August 2008.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parents are in receipt of Income Support or Income-based Job Seekers' Allowance.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

In the event of oversubscription the following sub-criteria will apply:-

- (a) Children already attending the nursery that are in their pre-school year;
- (b) Children who have or have had a brother or sister attending the nursery;
- (c) Children who have listed us as their first preference;
- (d) Age – oldest first.

In the event of two children having the same date of birth then the child who lives closest to the playgroup measured by distance from home to the Playgroup by public road will be allocated the place.

**ST FINIAN'S EARLY YEARS CENTRE
ANN STREET
NEWTOWNARDS
BT23 7AD**

VOLUNTARY PRE-SCHOOL

**Telephone: 028 9182 6427
Fax: 028 9181 5229**

Contact Name: Mrs Carol Mullan (Leader)

Number of Funded Places: Ranging from 10 - 26

St Finian's Playgroup is situated within the confines of St Finian's Primary School in a designated room with all necessary facilities provided for the exclusive use of the Playgroup children.

We currently have places for 24 pre-school children of which 17 of these are funded. The Playgroup operates Monday – Friday from 9:00 am – 12:00 noon. There are three staff all of whom hold appropriate qualifications.

The quality of our provision is monitored by the Department of Education and the Social Services from whom favourable reports have been received.

Our aim is to promote physical, emotional, social and educational development of young children in a safe and caring environment. Our work is structured to provide appropriate play experiences, learning opportunities and adult support in order to assist each child to achieve his or her full potential.

The Early Years Centre has full access to the facilities within St Finian's Primary School including the use of the sports hall for physical development activities. There is a close association between the Early Years Centre and St Finian's Primary School. The school's Early Years Specialist acts as an adviser to the Playgroup staff and is actively involved with them in preparing high quality educational experiences.

We value our links with parents and indeed see the educational process as a partnership between the home and the school. Parents are most welcome to visit the group and we encourage them to become involved in activities.

Admissions Criteria

The Management Committee reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

Application forms must be returned to the Early Years Centre by the closing date.

All children admitted to our funded places in 2012/13 must be in their final pre-school year ie they must have been born between 2 July 2008 and 1 July 2009. The Management Committee will award places in accordance with the criteria set out below.

- 1 Children from socially disadvantaged circumstances who will be aged 4 before 1 September in their final pre-school year, ie born between 2 July 2008- 31 August 2008.
- 2 Children from socially disadvantaged circumstances who will be aged 3 before 1 September in their final pre-school year, ie born between 1 September 2008 - 1 July 2009.

Note 1: When parents apply for places for their children on this basis they must have their application forms stamped by the Social Security Agency to confirm that they are in receipt of Income Support or Income-Based Jobseeker's Allowance.

- 3 Children not falling within 1 or 2 who will be aged 4 before 1 September in their final pre-school year, ie born between 2 July 2008 - 31 August 2008.
- 4 Children not falling within 1 or 2 who will be aged 3 before 1 September in their final pre-school year, ie born between 1 September 2008 - 1 July 2009.

In the event of over subscription in any of the set criteria numbered 1-4 above, the following sub-criteria will be applied:

- (a) Children who have or have had an older brother/sister (half-brother/sister) enrolled at St Finian's Pre-school Education Centre (formerly known as St Finian's Playgroup).
- (b) Children with an older brother/sister (half brother/sister) enrolled at St Finian's Primary School.
- (c) Children whose parent/guardian is currently a permanent employee in the St Finian's Pre-school Education Centre, St Finian's Primary School or a member of the Board of Governors or the Management Committee.
- (d) Children who are the eldest/only child in a family and whose parent(s)/guardian(s) normally reside in the Parish of Newtownards and Comber.
- (e) Children who have had an older brother/sister (half brother/sister) enrolled at St Finian's Primary School.
- (f) Children who are the eldest/only child in a family and whose parent(s) or stepparent(s) were former pupils of St Finian's Primary School.
- (g) Children who spend their year/term prior to their pre-school year enrolled in St Finian's Pre-school Education Centre.
- (h) Children whose intended Primary One placement for September 2013 is St Finian's Primary School.
- (i) Other children.

Please note that should the Pre-school Education Centre be oversubscribed in any of the above criteria preference will be given to the child who has listed St Finian's

Early Years Centre as their first preference.

In the event that the Management Committee are still not able to distinguish between applications in any of the above sub-criteria the following supplementary criteria will be applied.

- 1 Children will be accepted on the basis of chronological age starting with the oldest.
- 2 The proximity to St Finian's Primary School as measured in a straight line from the school to the home. Distances will be determined on the basis of measurements taken from official maps as measured by the shortest distance between home and the front gate of the school.

Applications after 1 September 2012

Criteria as above.

Children not in their Pre-School year (non-funded places)

After the Pre-school Expansion Places are filled using the criteria stated, there **may** be places available for children who have reached the **age of 3 or who will reach that age between 2 July 2012 and 1 July 2013**. The number of places available for these children not in their Pre-school year will depend on the number of funded places taken up by children in their Pre-school year.

Within this group priority will be given in the following order:

- (a) Children who have or have had an older brother/sister (half-brother/sister) enrolled at St Finian's Pre-school Education Centre (formerly known as St Finian's Playgroup).
- (b) Children with an older brother/sister (half brother/sister) enrolled at St Finian's Primary School.
- (c) Children whose parent/guardian is currently a permanent employee in the

St Finian's Pre-school Education Centre,
St Finian's Primary School or a member
of the Board of Governors or the
Management Committee.

- (d) Children who are the eldest/only child in a family and whose parent(s)/guardian(s) normally reside in the Parish of Newtownards and Comber.
- (e) Children who have had an older brother/sister (half brother/sister) enrolled in St Finian's Primary School.
- (f) Children who are the eldest/only child in a family and whose parent(s) or stepparent(s) were former pupils of St Finian's Primary School.
- (g) Children whose intended Primary One placement is St Finian's PS.
- (h) The age of the child (priority will be given to the oldest children).

Application forms can be obtained from the Pre-School Education Centre at the address above.

Parents wishing to be given priority on the basis of being in receipt of benefits should have their application form stamped by a Social Security Office.

We require you to forward your child's birth certificate with your application. A copy of this is retained for audit purposes.

Contact Name: Mrs J Ellison (Playgroup Leader/Manager)

Number of Funded Places: Ranging from 10 - 26

The Playcentre at Manor Court is a community pre-school playgroup with a long standing association within the community, having forged strong links since 1988. We are situated within the Manor Court hall in Mill Street, Newtownards town centre. The bright, spacious and open plan playroom is well resourced with play materials, both natural and man-made, and a safe enclosed outdoor area with Jungle Jim's apparatus placed on safety surface, environmental digging area, chalk boards, pirate ship and a cottage playhouse.

The playcentre is registered with social services and is a member of Early Years, the organisation for young children, we are also affiliated with C.A.P.S. curriculum and programme support Independent Early Years Specialist Service.

Following our Inspection by the Department of Education in October 2010 the inspectors concluded:

"The quality of education provided by this centre is very good. The centre is meeting very effectively the educational and pastoral needs of the children;"

The centre is staffed by a leader/manager, deputy leader and three assistants. All staff are fully qualified and experienced, continuing to update their professional development in Early Years education.

The aim of the Playcentre is to provide a stimulating, happy, fun and challenging environment in which children learn through play with a broad, balanced and flexible curriculum thus ensuring each child is given the opportunity to acquire knowledge, skills, concepts and positive attitudes to lifelong learning.

The centre endeavours to work in partnership with parents who are encouraged to play an active role as the centre believes that this is integral to children's emotional, social, intellectual, physical and aesthetic development. We have close links with the local primary schools within the area but as we are central to the town our catchment is as far as the Ards peninsula to the outskirts of Bangor. To find out more about our pre-school view our web page and face book link.

www.wix.com/theplaycentre/manorcourt

The Playcentre at Manor Court is open five morning sessions, Monday to Friday from 9.00am to 12.00noon.

12.00noon to 1.00pm lunch club (small fee payable)

Monday and Tuesday from 2.00pm to 3.40pm for our pre-pre-school children.

The Playcentre is registered for 26 children per morning session.

Our Open Day will be held on Monday 19 December from 6.30pm to 7.30pm (Adults only).

Admissions Criteria

It is our intention to make our pre-school genuinely accessible to children and families from all sections of the local community. In order to accomplish this we will apply the following criteria for funded places in the following order to children in their final pre-school year ie born between 2 July 2008 and 1 July 2009.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.

- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.

In the event of over-subscription, within any of the above criteria, the Playcentre will admit children in accordance and order of the following sub-criteria:-

- (a) Children already attending the group (non-funded);
- (b) Children whose brothers/sisters have previously attended the group;
- (c) Eldest child in a family in their final pre-school year;
- (d) Date of birth – oldest first.

Supplementary Criterion

In the event of one place remaining and two children with birthdays on the same day the funded place will be allocated to the child whose home (the address where the child lives with his/her main carer) is within the nearest geographical distance from the playgroup.

BANGOR CENTRAL NURSERY SCHOOL
4 CASTLE PARK ROAD
BANGOR
BT20 4TF

CONTROLLED NURSERY SCHOOL

Telephone/Fax: 028 9146 9241
E-mail: bangorcentralnursery@yahoo.co.uk
Website: www.schoolswire.org

Principal: Mrs M Williams BA(Hons) PGCE Early Years PQH (NI)
Chairman of Board of Governors: Mrs G Jones

Admissions No. 78

Bangor Central Nursery School is a two unit nursery school situated in the centre of Bangor. The maximum enrolment at the school is 78; of these 26 are full day places and 52 part-time. The policy of the school is to develop each child to his/her fullest possible potential by giving him/her access to a wide range of man-made and natural materials, within an environment which is stimulating and where learning is enjoyable. We realise that education is concerned with the whole child – thus all of the child's needs are deemed of equal importance. As learning is dependent on active involvement by the child in his/her play, we reinforce this by continual contribution from, and interaction with, qualified adults. The staff are aware that acceptance, love, approval, encouragement and security are vital to the development of a young child, and are keen to accept and build upon the past experiences, individual attributes and abilities which the child brings to school.

Parents are encouraged to take an active role in their child's education and we look to them to extend the valuable contribution they have already made towards their child's development. We have a lively parents committee to arrange activities and events for social and educational evenings and fund raising.

The school is open from 8.45am until 4.00pm; teaching times are as follows:
Session 1 9.00 am – 1.30 pm
Session 2 8.50 am – 11.20 am
Session 3 12 noon – 2.30 pm.

Application forms for children born before 1 July 2009 may be obtained from the school in December 2011.

The Board of Governors will be involved in the application of the admissions criteria.

Admissions Criteria

In response to the Regulations issued by the Department of Education, the Board of Governors have drawn up the following admissions criteria.

In the context of the Regulations, the term "a child with socially disadvantaged circumstances" means a child whose parent is in receipt of "Income Support" or "Income-Based" Job Seeker's Allowance".

If the school is over-subscribed the following criteria will be applied in order 1-4:

- 1 Children from socially disadvantaged circumstances whose fourth birthday falls between 2 July and 31 August 2012 – both dates inclusive.
- 2 Children from socially disadvantaged circumstances whose fourth birthday falls between 1 September 2012 and 1 July 2013 – both dates inclusive.
- 3 Children whose fourth birthday falls between 2 July and 31 August 2012 – both dates inclusive.
- 4 Children whose fourth birthday falls between 1 September 2012 and 1 July 2013 – both dates inclusive.

In the event of over-subscription in any of the above criteria, the following sub-criteria will be applied in order a - d:

- (a) Children whose parent/grandparent is a permanent employee at the school;
- (b) Children whose brother/sister (half brother/sister) has attended the school for a full year. Children fostered within such a family are included;
- (c) Children whose first preference is Bangor Central Nursery School either Full Time or Part Time;
- (d) All other applicants.

In the event of over-subscription in any of the sub-criteria, final selection will be on the basis of proximity of their parents' home to the school gate as measured by road or paved public footpath; all remaining applications will be ordered according to that distance so that subsequent vacancies may be filled.

Late Applications

Late applications of children in their final pre-school year will be considered before children in their penultimate pre-school year.

Children in their Penultimate Pre-school Year

Where part time places are available, these will be allocated to children whose third birthday is on or nearest to 2 July 2012.

The above criteria will continue to apply after 1st September 2012.

Verification

Applicants should note that information contained within their application that qualifies it for admission will be verified.

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.

Original documents are required and not facsimiles or photocopies

The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

Details to accompany application forms:

- 1 A copy of the **child's full birth certificate** must accompany the application form.
- 2 When parents apply for places under criteria 1 or 2 their application forms must be stamped by the Social Security Agency to confirm that they are in receipt of Income Support or Income-Based Job Seeker's Allowance.
- 3 To confirm application details, under sub-criteria (b), please give names of all previous pupils (brothers/sisters) and the dates they attended Bangor Central Nursery School on the application form.

Open Day

On **Wednesday 4 January 2012** there will be an Open Day when parents who are considering making an application to the Nursery School are very welcome to visit between 12:00pm and 2:00pm.

Parents may return forms and necessary documentation to the school between 10:00am and 1:00pm Monday to Friday. A receipt will be issued to confirm application.

Postal applications should include any necessary documentation and a stamped, addressed envelope for return of receipt.

**BLOOMFIELD NURSERY UNIT
BLOOMFIELD ROAD SOUTH
BANGOR
BT19 7PN**

CONTROLLED NURSERY UNIT

Telephone: 028 9127 1186

Fax: 028 9127 5031

E-Mail: wbailie552@c2kni.net

Principal: Mr F Bailie MSc, MEd, PQH NI

Chairman of Board of Governors: Mr W Gowdy

Admissions No. 52

The Nursery Unit, which opened in April 1999, is an integral part of Bloomfield Primary School.

It is based in a wing of the primary school and has an independent entrance and reception area. Two existing classrooms have been converted into an attractive, functional unit consisting of a play area, quiet room, utility room, store, staff/parent room, toilets, including a disabled toilet and cloakrooms. The rooms lead out into a secure tarmaced area.

The current enrolment is 52 part-time places.

Morning session: 8:45 - 11:15 am

Afternoon session: 12:30 – 3:00 pm

26 pupils attend each session. There is one Teacher and one Nursery Assistant per session.

The aim of the Nursery is to provide a stimulating environment in which children will feel secure and happy and through the provision of a widely-based curriculum, each child will have the opportunity to acquire knowledge and understanding and to develop skills, concepts, positive attitudes and values.

Each child will be encouraged to develop emotionally, socially, physically and aesthetically through play with emphasis on language, mathematical and scientific concepts.

All the facilities of Bloomfield Primary School are available to the nursery unit. This enables the children to become acquainted with the primary school teachers and the environment which will assist the transition from the Nursery to Primary School

Education. This is further reinforced by encouraging the wearing of a special uniform which will identify with the Primary School.

Parents who are considering making application to the school are welcome to visit.

Bloomfield is committed to the enjoyment and success of every child and to working in partnership with parents. The Board of Governors fully supports the work of the Nursery Unit and takes a keen interest in the progress of the children.

Application forms may be obtained from the school.

Admissions Criteria

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. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

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.

It is the responsibility of parents to ensure that any information which is relevant to the criteria is included on the application form.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 1 July 2010 according to the chronological age, eldest first.

Applications after 1 September 2012

Criteria as above.

In the event of over-subscription in any of the criteria 1-4 the Board of Governors will admit pupils in accordance with the following sub-criteria in the order stated:

- (a) Children whose older brother/sister (half brother/sister) is enrolled in P1 – P7 at Bloomfield PS in September 2012.
- (b) Children who have had an older brother/sister (half brother/sister) enrolled at Bloomfield PS (Primary 1–Primary 7).
- (c) Children whose parents nominate Bloomfield Nursery Unit as first preference.
- (d) Children whose parents are permanently employed at Bloomfield Primary School/Nursery Unit.
- (e) The proximity of their home to the school as measured by walking distance on Google Maps.
- (f) Children will be accepted on the basis of chronological age, starting with the oldest.

HOLYWOOD NURSERY SCHOOL
66 CHURCH ROAD
HOLYWOOD
BT18 9BU

CONTROLLED NURSERY SCHOOL

Telephone: 028 9042 5012

Principal: Ms C Majury
Chairman of Board of Governors: Mrs B K Todd

Admissions No. 52

The school is centrally situated in the town of Holywood and is set in its own attractive grounds. The outdoor playground includes grass, paved area and an area of safety surfacing. Indoor accommodation comprises one large playroom, a smaller cosy "quiet" room, a purpose-built children's toilet unit, kitchen/utility room and ample cloakroom space. An indoor play area with safe surfacing provides opportunities for vigorous play.

Current staffing is Principal teacher and 2 Nursery Assistants.

The pattern of attendance at the school is part-time only, the total enrolment being 52 children, 26 in each session.

Morning Session: 9.00 am - 11.30 am
Afternoon Session: 12.00 noon - 2.30 pm

The school aims to create an environment in which children feel secure and happy, in an atmosphere of warmth, love and understanding. We value good relationships, both in school, and with parents and other concerned adults. The curriculum should complement and provide an added dimension to the home experience, considering the intellectual, physical, social, emotional and aesthetic development of the child. We liaise closely with the local primary schools and keep aware of current research, theory and practice in education.

The support, interest and co-operation of parents is a very important aspect of Nursery life, acting as equal partners with staff in the development of the children.

Holywood Nursery School has a very

supportive Board of Governors who are keenly interested in all aspects of the school.

Admissions Criteria

An **original birth certificate** should accompany all applications.

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. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

The Department of Education have issued Regulations requiring Boards of Governors to apply criteria for admission of pupils to Nursery Schools as follows. In the context of the Regulations, the term "a child with socially disadvantaged circumstances" means a child whose parent is in receipt of "Income Support" or "Income-based Job Seeker's Allowance".

Parents who apply for places on this basis should have their application forms stamped by the Social Security Agency to confirm that they are in receipt of Income Support or Income-Based Job Seeker's Allowance.

If the school is over-subscribed, the following criteria will be applied in order 1-5:

- 1 Children from socially disadvantaged circumstances, born between 2 July 2008 and 31 August 2008 - both dates inclusive.
- 2 Children from socially disadvantaged circumstances, born between 1 September 2008 and 1 July 2009 - both dates inclusive.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009 - both dates inclusive.
- 5 Children born between 2 July 2009 and 1 July 2010 - both dates inclusive.

Applications after 1 September 2012

Criteria as above.

Sub-Criteria

In the event of over-subscription in criteria 1-4 the following sub-criteria will be applied in order. Preference will be given to:

- (a) Children whose brother/half brother, sister/half sister currently attend the school, or have attended the school within the last three years;
- (b) Children whose parent is a permanent employee at the school;
- (c) Children whose permanent residence is within the boundaries of the town of Holywood and whose address has a BT18 postcode;
- (d) Children who have listed Holywood Nursery School as first preference;
- (e) On the basis of the chronological age of the children, starting with the oldest. Should children share a birthday, preference will be given on the basis of proximity of their home to the school, as measured by road or paved public footpath.

**KILCOOLEY NURSERY UNIT
GANAWAY AVENUE
BANGOR
BT19 1QS**

CONTROLLED NURSERY UNIT

**Telephone: 028 9127 0140
E-mail: pbrown528@c2kni.net**

**Principal: Mrs P Brown BEd, (Hons) PQH (NI)
Chairperson of Board of Governors: J H Witchell**

Admissions No. 26

The Nursery Unit in Kilcooley Primary School was opened in 1998 and is situated within the infant wing, with its own separate entrance.

This purpose-built Unit has a main playroom with adjoining reception area, quiet room, utility room, staff room, toilet area and separate play room for group play.

There is an enclosed outdoor play area specifically landscaped for nursery children, with a wide range of facilities and play equipment.

The Unit is staffed by a full-time teacher and assistant, fully qualified and experienced in Nursery Education, and can accommodate 26 full-time pupils. Sessions will operate from 8.50 am - 1.20 pm.

By working closely in partnership with parents the Unit aims to provide a stimulating, secure and happy environment, where children's individual development is paramount. The staff work harmoniously to plan activities and experiences which encourage personal, social, emotional, physical, creative, aesthetic and language development.

Parents are welcome at all times and are encouraged to come into the play room at the beginning and end of each session. This provides for the sharing of learning experiences which have taken place in school and at home.

The Unit is an integral part of the primary school and the children will gradually familiarise themselves with the wider school environment. It is hoped that the children

will continue their education in Kilcooley Primary School.

Admissions Criteria

Parents who wish to have their children considered for admission must complete an application form. Forms will be available at the school.

Parents who choose Kilcooley Nursery Unit as their first preference should return their completed application form to Kilcooley Primary School before the closing date (11 January 2012).

The Nursery Unit will admit children according to the following criteria applied in order 1-5:

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardians is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 1 July 2010 will be selected by chronological age starting with the oldest.

In the event that the Nursery Unit is over-subscribed in any of the above criteria, 1-4, preference shall be given to:

- (a) Children whose parents select Kilcooley Nursery Unit as first preference.
- (b) Children currently attending First Friends Playgroup.
- (c) Children whose older brother or sister (half brother or sister) is enrolled at Kilcooley Primary School in September 2012.
- (d) Children who have had an older brother or sister (half brother or sister) or whose parents/step parents attended Kilcooley Primary School. Please list names and last year of attendance
- (e) Children who have a parent employed at the school.

Supplementary Criteria

In the event of continued over-subscription in any of the above criteria, preference will be given to children on the following basis.

- i) Chronological age of the pupils, starting with the oldest.
- ii) Proximity to their home/main carers home to the front gates of the school as measured by a straight line on an ordnance survey map. (***Applicants should note that they may be required to produce documents verifying their address***)

Late Applications

All applications received after the closing date (11 January 2012) will be considered as late applications.

Should any places become available in the Nursery Unit after September 2012 the above criteria will apply to all late applications.

**KILMAINE NURSERY UNIT
LYNDALE DRIVE
BANGOR
BT19 6EF**

CONTROLLED NURSERY UNIT

**Telephone: 028 9127 0893
Fax: 028 9127 1137**

**Principal: J F Mann B.Ed., Cert.Ed., D.A.S.E.
Chairman of Board of Governors: K Kilpatrick M.Ed**

Admissions No. 52

The purpose-built Nursery Unit provides a reception area, a bright, attractive playroom with adjoining toilet facilities, a quiet room, a staff/parent room, a kitchen and a secure outdoor play area solely for the use of the Nursery children.

The unit is resourced with all the necessary facilities, including an interactive touch screen TV, to enable our young children to access the full and challenging pre-school curriculum.

The total enrolment for the Nursery is 52 part-time pupils with sessions time-tabled as follows:-

Session 1 8.45 – 11.15am
Session 2 12.15 – 2.45pm

Each session is staffed by a teacher and a nursery assistant, fully qualified and experienced in nursery education.

The overall aim of the unit is, through partnership with the parents, to provide a happy, secure and disciplined environment, where children can develop emotionally, socially, physically and intellectually at their own rates through challenging and progressive play. Parents are welcome at all times and are encouraged to come into the playroom at the beginning and end of each session. This promotes mutual respect and trust between staff and parents and affords opportunity for the sharing and exchange of learning experiences which have taken place in the home and at school.

All the facilities of Kilmaine Primary School are available to the Nursery Unit. This will enable the children to become acquainted

with the primary school teachers and environment.

Admissions Criteria

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. The provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

In the event of over-subscription, a committee of the Board of Governors will apply the Department of Education admission criteria in the order stated.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Children born between 2 July 2009 and 1 July 2010 according to chronological age, eldest first.

In the event of over-subscription in criteria 1-4 the following sub-criteria will apply in order:

- (a) Children who are enrolled during the 2011/12 school year at Kilmaine Nursery Unit.
- (b) Children whose parent or grandparent is employed at the school or is a member of the Board of Governors at the closing date of application.
- (c) Children whose brother/sister (half brother/sister) is enrolled at Kilmaine Primary School in September 2012.
- (d) Children who have had an older brother/sister (half brother/sister) or parent enrolled at Kilmaine Primary School.

Supplementary Criteria

In the event of over-subscription by application of any of the above sub-criteria, the following supplementary criteria will be applied in order:

- 1. Children will be accepted on the basis of chronological age, starting with the oldest.
- 2. The proximity of their home to the school.

RATHMORE NURSERY UNIT
RATHMORE ROAD
BANGOR
BT19 1DJ

CONTROLLED NURSERY UNIT

Telephone: 028 9146 9192

Fax: 028 9147 8219

E-mail: info@rathmoreps.bangor.ni.sch.uk

Principal: Mrs J M Hardy B.Ed (Hons), M.Ed, PQH (NI)

Chairman of Board of Governors: Mrs D Colville

Website: www.rathmoreps.com

Admissions No. 52

‘Caring, learning, excelling, together.’

The Nursery Unit at Rathmore opened in September 2002 and is situated in the grounds of Rathmore Primary School.

This purpose-built Nursery comprises a reception area, a bright attractive playroom with adjoining toilet facilities, a quiet room, a staff/parent room, a kitchen and a secure outdoor soft and hard play area solely for the use of the Nursery. The Nursery is very well resourced and provides an ideal learning environment for young children.

The aim of the Nursery is to provide a stimulating and challenging learning environment in which the children will feel secure and happy. Through a balanced and flexible curriculum the children will be encouraged to develop emotionally, socially, physically and intellectually. Parents are welcome at all times and are encouraged to come into the playroom at the beginning and end of each session in order to share the learning experiences which have taken place in the Nursery and at home. This promotes mutual respect between parents and nursery staff.

The Nursery operates a ‘dual day’ system whereby we are able to accommodate 26 children in a morning session and 26 children in an afternoon session. Sessions are time-tabled as follows:-

Session 1: 8:50am – 11:20 am

Session 2: 12:20 pm – 2:50 pm

A fully qualified Teacher and two full-time Nursery Assistants staff each session.

Rathmore Nursery is an integral and significant part of Rathmore Primary School.

The extensive school facilities will be available to the children enrolled in the Nursery and subsequently will assist the transition from Pre-school to Primary School education.

The Nursery has its own uniform comprising of a red sweat shirt, grey polo shirt and green tracksuit trousers.

Parents who are considering making an application to Rathmore Nursery are welcome to visit. Please telephone before 9:00 am or after 3:00 pm to arrange an appointment with the Nursery Teacher.

In response to regulations issued by the Department of Education the Board of Governors has drawn up the following admission criteria:-

Admissions Criteria

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.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker’s Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income-based Job Seeker’s Allowance or Income Support.
- 3 Children born between 2 July 2008 and 31 August 2008.

- 4 Children born between 1 September 2008 and 1 July 2009.
- 5 Other children born between 2 July 2009 and 1 July 2010 will be selected by chronological age starting with the oldest.

In the event of over-subscription in criteria 1-4 the following sub-criteria will apply:-

- (a) Children whose parent/guardian/grandparent is presently a permanent employee of the school. (name must be included)
- (b) Children whose brother/sister (half brother/sister) is enrolled at Rathmore Primary School. (name and class must be included)
- (c) Children who are enrolled during the 2011/12 school year at Rathmore Nursery Unit.
- (d) Children who have had an older brother/sister or parent enrolled at Rathmore Primary School. (names and dates attended must be included)
- (e) Eldest or only child in the family (as stated on application form).

Supplementary Criteria

In the event of over-subscription by application of any of the above sub-criteria, preference will be given to children on the following basis:

- i. Chronological age of the pupils, starting with the eldest;

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. E.g. verification of address.

Parents are reminded that the provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

Applications after 1 September 2012

Criteria as above.

**ST MALACHY'S NURSERY UNIT
CLANDEBOYE ROAD
BANGOR
BT19 1AA**

MAINTAINED NURSERY UNIT

**Telephone: 028 9127 0594/9145 0768
Fax: 028 9127 5097**

Principal: Mr Stephen Rafferty BA. PGCE. PQH (NI)

Chairman of Board of Governors: Mr Paddy Hanna

Nursery Manager: Mrs Orla Mulhern-Caddell

Admissions No. 52

St Malachy's Nursery Unit is a purpose built facility within the grounds of St Malachy's Primary School. The Nursery Unit is an integral part of St Malachy's Primary School and shares the school's caring and supportive atmosphere of mutual understanding.

This purpose built unit is bright, spacious and well resourced. It comprises a large playroom, adjoining 'Quiet Room' and toilet area for the children. Other rooms include a kitchen, office, storeroom, staff/disabled toilet and cloakroom. There is a door leading from the classroom to an attractive, enclosed outside play area to allow for play in all weather conditions. An additional well fenced and large playground area is equipped with a large climbing frame, garden area and a wide range of stimulating outdoor play equipment.

The Nursery operates a 'dual-day' system whereby we are able to accommodate 26 children in a morning session and 26 children in an afternoon session. Sessions are timetabled as follows:

Session 1 9:00 am – 11:30 am

Session 2 12:30 pm – 3:00 pm

The Nursery has its own uniform, comprising of a red sweatshirt, red jogging bottoms, yellow polo shirt and red raincoat, with the nursery emblem embroidered on each, and black indoor plimsolls. Wearing of the uniform is encouraged.

Each session is staffed by a fully qualified teacher and full-time classroom assistant. Additional nursery assistants are employed throughout the course of the year.

The aim of the Nursery is to provide a stimulating and challenging learning environment in which the children will feel secure and happy. Through a balanced but flexible curriculum, the children will be encouraged to develop emotionally, socially, physically and intellectually. Thus ensuring each child will develop to their full potential, having acquired the necessary skills, concepts, positive attitudes and values to deal with the world around them.

St Malachy's Nursery recognises that the support, interest and involvement of parents is an important aspect of nursery life, and therefore parents are always welcome in the nursery unit. We encourage parents to come into the playroom at the beginning and end of each session in order to share the learning experiences which have taken place in school and at home. This also assists in the fostering of positive relationships between parents and nursery staff.

Parents who are considering making application to the Nursery Unit are welcome to visit after making an appointment with the Nursery Teacher. There is a high expectation that those children attending the Nursery Unit are expected to enrol for the primary school.

www.stmalachysprimary.co.uk

Application forms may be obtained from the Nursery Unit.

Parents wishing to have more information may visit the school's Open Night on Tuesday 6 December 2011 at 7.00pm. PLEASE NOTE – This Open Night is for parents/guardians only.

In response to regulations issued by the Department of Education, the Board of Governors have drawn up the following admissions criteria.

Admissions Criteria

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.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income Support or Income-based Job Seeker's Allowance and who reside in the Parish of St Comgall's.
- 2 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income Support or Income-based Job Seeker's Allowance.
- 3 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income Support or Income-based Job Seeker's Allowance who reside in the Parish of St Comgall's.
- 4 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income Support or Income-based Job Seeker's Allowance.
- 5 Children born between 2 July 2008 and 31 August 2008 and who reside in the Parish of St Comgall's.
- 6 Children born between 2 July 2008 and 31 August 2008.
- 7 Children born between 1 September 2008 and 1 July 2009 and who reside in the parish of St Comgall's.
- 8 Children born between 1 September 2008 and 1 July 2009.
- 9 Children born between 2 July 2009 and 1 July 2010 and who reside in the Parish of St Comgall's will be selected by chronological age starting with the eldest.

- 10 Children born between 2 July 2009 and 1 July 2010 will be selected by chronological age starting with the eldest.

In the event of over-subscription in criteria 1-8 the following sub-criteria will apply in the order set down:

- (a) Children who have attended St Malachy's Nursery Unit in their penultimate pre-school year.
- (b) Children who have attended St Malachy's Playgroup in their penultimate pre-school year.
- (c) Children whose parents nominate St Malachy's Nursery Unit as first preference.
- (d) Children who have a relation employed at the school.
- (e) Children whose brother/sister is enrolled at St Malachy's Primary School in September 2012.
- (f) Children with exceptional circumstances (medical, social or other problems) that necessitate admission to St Malachy's rather than any other nursery school. The circumstances should be personal to the child and must be supported by independent and appropriate documentation, providing evidence of the circumstances being described as being exceptional
- (g) Children who have had an older brother/sister/parent enrolled at St Malachy's Primary School.
- (h) Chronological age starting with the oldest.

In the event of 2 children having the same date of birth preference will be given to the child that lives closest to the school.

Applications after 1 September 2012

Criteria as above.

TOWERVIEW NURSERY UNIT
100 TOWERVIEW CRESCENT
BANGOR
BT19 6AZ



CONTROLLED NURSERY UNIT

Tel: 028 9127 0480/ 028 9145 6573

Fax: : 028 9147 3623

E-Mail: abrown317@c2kni.net

Website: www.towerviewps.co.uk

Principal: Mr AW Brown B.Ed (Hons), M.Ed., PQH (NI)

Chairman of Board of Governors: Mr RW English

Admissions No. 52

Towerview Nursery Unit is a purpose-built facility opened in the autumn of 2008 and situated within the grounds of the school. The Nursery Unit is an integral and significant part of Towerview Primary School. The extensive facilities within a newly built school will be available to the children enrolled within the Nursery Unit which will assist the transition from the Nursery to Primary School education. This will be further reinforced by encouraging the wearing of special uniform which will identify with the Primary School.

Facilities within the Nursery Unit include a large playroom, a quiet room, a kitchen, toilets, playground – fully equipped with outdoor play apparatus and covered play area. A wide range of stimulating learning materials will be available catering for the needs of every child.

As with Towerview Primary School, the Nursery Unit will encourage the emotional, social, spiritual and physical development of the children.

Staffing comprises an experienced and skilled specialist teacher along with qualified nursery assistance. Staff will aim to provide a challenging and caring environment, within which each child will be encouraged to acquire knowledge and skills leading to a positive attitude to learning.

Parents are very welcome at Towerview Primary School and this will be the case with the Nursery Unit during this crucial pre-school year. Parents will be encouraged to further develop their roles as first educators of their children and support the work of the Nursery Unit staff within a close partnership.

The Board of Governors fully supports the work of the Nursery Unit and takes a keen interest in the progress of the children.

The Nursery Unit will operate two part-time sessions of 26 children attending each. Times of operation will be as follows:

Morning Session - 8:50 am – 11:20 am

Afternoon Session - 12:20 pm – 2:50 pm

Parents who may consider application to Towerview Nursery Unit are very welcome to contact the school to arrange a visit.

Application forms are available from the school by contacting one of the telephone numbers listed above.

Admissions Criteria

In the event of oversubscription a committee of the Board of Governors will apply the Department of Education's admission criteria in the order stated:

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) is/are in receipt of Income Support or Income-based Job Seeker's Allowance.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) is/are in receipt of Income Support or Income-based Job Seeker's Allowance.
- 3 Children born between 2 July 2008 and 31 August 2008.
- 4 Children born between 1 September 2008 and 1 July 2009.

Sub-Criteria

In the event of over-subscription in any of the above criteria (1-4), children will be admitted in accordance with the following sub-criteria, in the order stated:

- (a) Children who currently attend Towerview Nursery Unit;
- (b) Children whose parents nominate Towerview Nursery Unit as first preference;
- (c) Children who have a relation employed at Towerview Primary School;
- (d) Children who have an older brother or sister enrolled at Towerview Primary School;
- (e) Children who have had an older brother/sister or parent enrolled at Towerview Primary School;
- (f) Children whose intended P1 placement will be at Towerview Primary School;
- (g) Chronological age – starting with the oldest children;
- (h) Distance from child's home to the main door of the Nursery Unit by an acceptable walking distance.

Should there be any places remaining, applications will be considered from those children born between 2 July 2009 and 1 July 2010. Places will be allocated in strict chronological order.

Where two children have the same date of birth, final selection will be on the basis of distance from home to the main door of the Nursery Unit by an acceptable walking route

Duty to verify

In the case of oversubscription the Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on the application form. Parents should note that the provision of false or incorrect information or the failure to provide information within the deadlines set by pre-schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicant's application form.

Applications after 1 September 2012

Criteria as above.



**TRINITY NURSERY SCHOOL
BRUNSWICK ROAD
BANGOR
BT20 3DX**

CONTROLLED NURSERY SCHOOL

**Telephone: 028 9127 0355
E-mail: info@trinitynurseryschool.co.uk
Website: www.trinitynurseryschool.co.uk**

**Principal: Mrs Z A Perry B.Ed (Hons) DASE. M.Ed
Chairman of Board of Governors: Mr D G O'Loan**

Admissions No. 52

Trinity Nursery School is a large two-unit nursery school situated in its own attractive grounds close to Bangor town centre.

The school is bright, spacious and very well resourced. There are two main playrooms with adjoining quiet rooms and bathrooms; a large entrance hall, utility room, parents' room, offices and kitchen complete the indoor accommodation. Outside there are four play areas with an excellent range of equipment and both grass or safety surfaces.

The school provides 52 places on a full-time basis. Two classes operate during the following times:-

8.45 am-1.15 pm

The children are taught by 3 qualified and experienced teachers, one of whom is the Principal supported by a team of Nursery and Classroom assistants, all highly trained and dedicated. The school also has a part-time secretary and part-time caretaker.

The whole nursery team is committed to the principles and ideals of Nursery Education and every member of the nursery community is valued and respected. The staff respond to each child's needs, supporting and encouraging their learning.

The team continually reviews current practice in order to provide the best educational opportunities.

The school is open from 8.15am – 4.30pm daily. Prospective parents wishing to visit the school, or requiring more information are welcome to arrange a suitable time to meet with the Principal. Please telephone to make an appointment.

The Board of Governors is keen, enthusiastic and closely involved in all aspects of school life. They are dedicated to the welfare and education of the children and strongly support the Principal and her staff.

At Trinity Nursery School we aim to provide a child centred pre-school curriculum featuring developmentally appropriate learning in a positive, fun, friendly and flexible environment in which all children are encouraged to reach their full potential. The school's extensive range of play materials and equipment is introduced gradually throughout the year, providing a broad and balanced curriculum which is age and stage appropriate and which supports active learning. As children learn through first hand experiences they are encouraged to observe, experiment, solve problems, imagine and express their own thoughts and ideas.

We recognise and respect parents as the child's first educators. We work in partnership with our families to reinforce and extend this early learning. We also continue to build close links with our local community in order to enhance the educational provision for our children.

Admissions Criteria

In accordance with the Pre-School Education in Schools (Admissions Criteria) Regulations (NI) 1998 as amended, the Board of Governors have drawn up the following admissions criteria.

Criteria will be applied in the following order of priority:

- 1 Children born between 2 July 2008 and 31 August 2008 (inclusive) whose parents/guardians are in receipt of Income-based Job Seekers Allowance or Income Support;
- 2 Children born between 1 September 2008 and 1 July 2009 (inclusive) whose parents/guardians are in receipt of Income-based Job Seekers Allowance or Income Support;
- 3 Children born between 2 July 2008 and 31 August 2008 (inclusive);
- 4 Children born between 1 September 2008 and 1 July 2009 (inclusive);
- 5 Children born between 2 July 2009 and 1 July 2010 (inclusive) will be selected by chronological age starting with the oldest;

and who at the time of their proposed admission will not have obtained a pre-school education place whether full-time or part-time at another school or unit or playgroup.

In the case of over-subscription, at any of the above categories (1-4), the Board of Governors will apply its own criteria in the following order of priority:

- i Children whose parent/grandparent/guardian is or was a permanent employee of the school or is or was a serving governor within the last 5 years i.e. 1st January 2007.
- ii Children who are siblings of former pupils at the school (name & date of birth of sibling(s) should be shown on application);
- iii Chronological age of the children, starting with the oldest.

In the event of over-subscription at any of the above sub-criteria, preference will be given to those applicants who listed Trinity Nursery School as their **first preference provider** on their application form.

In the event of continued over-subscription sub-criteria iii will be used as the tie-breaker.

In the event of 2 or more children tying as a result of having the same date of birth the final place (No 52) will be determined by which applicant lives closest to the school. This will be measured using the North Down Local Government website which gives a measurement of distance from home to the school.

Under Age pupils already in school.

Any child returning for a second year must submit a new application which will be considered along with all other applications.

Applications after 1 September 2012

Criteria as above.

Postal applications should include any necessary documentation and self-addressed envelope for return of receipt.

**BALLYCROCHAN PLAYGROUP
BALLYCROCHAN PRESBYTERIAN CHURCH
SILVERBIRCH ROAD
BANGOR
BT19 6EU**

VOLUNTARY PLAYGROUP

Telephone: 028 9127 0040

Contact Name: Margaret Sillery (Leader)

Number of Funded Places: Ranging from 10 - 38

Ballycrochan Playgroup is registered with the South Eastern Trust for three (3) groups:-

Group 1 - 26 children - pre-school children
(Funded places)

Group 2 - 22 children – (Funded and Fee
paying places)

We are open:

Morning Session:

Monday – Friday: 9.15am – 12.15pm

Afternoon Session:

Tuesday and Thursday 1.00pm – 3.30pm

The playgroup has the use of three indoor halls and a large outdoor play area. Our aim is to advance the development and education of pre-school children in a safe, stimulating and caring environment. There is an extensive range of appropriate play materials and equipment which assists the staff to provide for the six areas of learning as set down in the Curriculum Guidance for Pre-school Education in Northern Ireland. Staff plan and provide a balanced, varied and flexible curriculum which takes account of the interests of children in the group and also includes visits from voluntary and statutory organisations in the local community.

We believe that young children benefit from a high adult/child ratio and we have seven full time staff members qualified in Early Years Care. The playgroup is a member of Early Years the organisation for young children and is administered by a Management Committee which includes parental representation.

It is our intention to make our playgroup genuinely accessible to children and families from all sections of the local community, irrespective of religion, gender, colour, disability or means.

When parents are considering sending their children to playgroup they, along with their children are welcome to visit the playgroup and see the facilities, the equipment and meet the staff.

Admissions Criteria:

A *Funded Places (Children in their immediate pre-school year) born between 2 July 2008 and 1 July 2009.*

If there are more applications than places available the following criteria will be applied in the order set down.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parent(s)/guardian(s) are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parent(s)/guardian(s) are in receipt of Income-based Job Seeker's Allowance or Income Support.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

In the event of over subscription in any of the above criteria, the following sub-criteria will apply (children in the immediate pre-school year only):

- (a) Children already attending Ballycrochan Playgroup in a paying capacity and whose brothers or sisters (half brothers/half sisters) have attended Ballycrochan Playgroup;

- (b) Children already attending Ballycrochan Playgroup in a fee-paying capacity;
- (c) Children whose brothers or sisters (half brothers/half sisters) have attended Ballycrochan Playgroup;
- (d) Other children in their immediate pre-school year;
- (e) Children with special medical or social circumstances where independent supporting evidence is provided;
- (f) In each of the above criteria priority will be given to children who have specified the centre as their first preference;
- (g) On the basis of age, oldest first.

B. Non Funded Places (minimum age 2 years and nine months)

- (1) Children who have had brothers or sisters at the Playgroup.
- (2) Children with special medical or social circumstances where supporting evidence is provided.
- (3) Children according to date of application.

Contact Names: Andra Macdonald
Heather Emerson

Number of Funded Places: Ranging from 10 - 26

The pre-school is committee run and caters for 26 children every morning and operates Monday – Friday from 9.00 am to 12 noon. There are four full time members of staff, all of whom have been qualified to NVQ level III in Early Years Care and Education.

The group provides an excellent variety of play facilities to offer children experience in all of the six areas of the curriculum. Outdoor play may also take place in dry weather.

Each child is appointed a key worker and observations are on-going to make sure that every child's needs are being met. Play takes place in a colourful and comfortable environment with many visitors being invited to the group to talk to the children. Every effort is made to ensure that the child's pre-school experience is a rewarding one.

Funded places can only be considered for children in their pre-school year.

Admissions Criteria

For funded places

- 1 A child who is *socially disadvantaged and whose date of birth falls between 2 July 2008 and 31 August 2008;
- 2 A child who is *socially disadvantaged and whose date of birth falls between 1 September 2008 and 1 July 2009;
- 3 A child born between 2 July 2008 and 31 August 2008;
- 4 A child born between 1 September 2008 and 1 July 2009.

When demand exceeds the number of places available in this category, the following sub-criteria will apply:-

- (a) A child for whom, in the opinion of the Pre-school, special medical or social factors apply.
- (b) A child whose brother/sister or half brother/sister has attended the Pre-school.
- (c) A child whose name has been longest on the waiting list.
- (d) A child who listed the centre as their first preference.
- (e) Any other child who has applied to the centre.

If any of the above categories are over-subscribed, preference will be given to the eldest in each category.

*Socially disadvantaged means a child whose parent(s)/guardian(s) is/are in receipt of Income Support or Income-based Job Seeker's Allowance.

For Fee-Paying Places

If fee paying places are available, children will be admitted off the Pre-school's waiting list using the following criteria:-

1. A child for whom, in the opinion of the Pre-school, special social or medical factors apply.
2. A child whose brother/sister or half brother/sister has attended the Pre-school.
3. A child whose name has been longest on the waiting list.

**BANGOR ABBEY PRE-SCHOOL CENTRE
ROOMS 18/19, CLANDEBOYE PRIMARY SCHOOL
CLANDEBOYE ROAD
BANGOR
BT20 3JW**

**VOLUNTARY
PRE-SCHOOL CENTRE
Telephone: 075 1843 3402**

Contact Name: Doreen Kirkpatrick/Pat Moore (Leaders)

Number of Funded Places: Ranging from 10 - 26

Bangor Abbey Pre-school Centre is a committee managed pre-school serving the local community and outlying areas.

At present our address is Clandeboye School but we hopefully intend to return to our original premises when refurbishment is completed at St Malachy's Way, Abbey Street, Bangor. We are registered by Social Services for 26 children per session.

Our Pre-school sessions are from 9.15am – 12.15pm Monday – Friday.

We have a full quota of qualified staff, dedicated to helping each child learn and develop at their own pace.

The pre-school provides a stimulating and caring environment, offering a variety of play activities which aim to enhance the children's experiences in all aspects of the pre-school curriculum.

We welcome and value the input of parents/guardians and encourage them to have an interest in their child's pre-school activities within a secure, relaxed atmosphere.

Following an education inspection in February 2009 the inspectors commented, *'the staff provide children with sustained support during free play; their interaction and involvement with the children is of a high quality'*

Bangor Abbey Pre-school Centre welcomes children and families from all sections of the community.

Admissions Criteria

Criteria for funded Places:

Children must be in their final pre-school year born between 2 July 2008 and 1 July 2009.

Priority will be given to:-

- 1 Children whose parents are in receipt of Income Support or Income-based Job Seekers' Allowance born between 2 July 2008 and 31 August 2008.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parents are in receipt of Income Support or Income-based Job Seekers' Allowance.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

In the event of oversubscription in any of the above criteria, the following sub-criteria shall be applied:

- (a) Children in their pre-school year already attending or whose siblings have previously attended and have selected Bangor Abbey Pre-school as their first preference;
- (b) A child in their pre-school year who has selected Bangor Abbey Pre-school as their first preference;
- (c) Children with special needs or circumstances where independent supporting evidence is provided;
- (d) Chronological age – oldest child first.

Criteria for Non-funded Places

- 1 Children registered on our waiting list who will be three in the term they commence the pre-school centre.
- 2 Children with siblings who have attended or already attending the pre-school centre.
- 3 Children with special needs or circumstances.
- 4 All other children who meet the age requirement.

**BANGOR WEST NURSERY PLAYGROUP
WEST CHURCH HALLS
91 CRAWFORDSBURN ROAD
BANGOR
BT19 1BG**

VOLUNTARY PLAYGROUP

**Telephone: : 028 9147 0664
(9.00am – 12 noon)**

Contact Names: Mrs Alison Easlea & Mrs Nan Bradford (Leaders)

Number of Funded Places: Ranging from 10 - 26

Bangor West Nursery Playgroup is a pre-school education centre under voluntary management. We are members of Early Years the organisation for young children, registered by Social Services for 26 children per session and open five mornings per week. The playgroup is administered by a Management Committee which includes parental representation.

The playgroup opened in 1973 and has a bright and modern purpose built facility and a safe enclosed outdoor play area. We have an extensive range of play materials and apparatus providing learning in the six areas of the Curriculum Guidance for Pre-school Education.

We have a full quota of qualified and dedicated staff with a high adult/child ratio each morning (minimum 1:7).

Our aim is to be an extension of home, helping each child, entrusted to our care, attain optimum development - social, emotional, intellectual and physical. We seek to offer a happy, caring, warm and safe environment where children are given the best care in a relaxed and pleasant atmosphere.

Our desire is that the children will feel secure and content and parents/carers feel valued and welcome as part of the playgroup.

Our sessions are from 9.00am to 12noon each weekday. Funded places can only be considered for those children in their pre-school year.

Admissions Criteria

It is our intention to make our playgroup accessible to children and families from all sections of the community.

A Funded Places (children in their immediate pre-school year – born between 2 July 2008 and 1 July 2009)

- 1 Children in their final pre-school year born between 2 July 2008 and 1 July 2009 whose parent(s)/guardian(s) are in receipt of Income-based Job Seeker's Allowance or Income Support. Preference will be given to children with July/August birthdays.
- 2 Children in their final pre-school year who will be 4 in July/August 2012.
- 3 Other children in their final pre-school year.
- 4 Children who have specified the pre-school as their first preference.

In the event of over-subscription the playgroup will apply the following sub criteria in the order stated:

- (a) Children already attending the pre-school (non-funded);
- (b) Children in their final pre-school year who are deemed by the pre-school to need support (relevant independent supporting documentation required with application);
- (c) Children whose brother/sister (half brother/half sister) have attended the pre-school or whose parent(s) are presently employed by the pre-school;
- (d) Children who have specified the pre-school in order of preference, 2nd, 3rd, 4th etc;
- (e) Children in their final pre-school year – oldest first.

In accordance with regulations, when a place is accepted, the parent will be required to sign a declaration that no other funded pre-school place has been, or will be, taken up.

B Non Funded Places

We will accept children who meet the age requirements.

Supplementary Criteria

- (a) Children whose brother/sister (half brother/half sister) or parent(s) have attended the playgroup.
- (b) Children who are deemed by the Playgroup to need support.
- (c) Children who are registered on our waiting list according to date of application and meeting age requirement.

**BO-PEEP CORNER PRE-SCHOOL PLAYGROUP
ST GALL'S COMMUNITY HALL, ST GALL'S CHURCH
171 CRAWFORDSBURN ROAD
BANGOR
BT19 1BT**

**VOLUNTARY PLAYGROUP
Telephone:028 9146 5318 (evenings)
077 1465 8040 (9.00am-12.30pm only)**

Contact Name: Mrs Jackie McClure (Supervisor)

Number of Funded Places: Ranging from 10 - 26

Bo-Peep Corner is a voluntary pre-school education centre managed by the parents/carers of the children who attend. It is open five mornings per week, Monday to Friday, between 9.15am and 12noon and is registered for 26 children per session. We have four full time staff members, three of whom are qualified to NVQ Level 111 in Early Years Care & Education and one with a BTEC National Diploma in Childhood Studies, enabling us to provide a good ratio of adults to children.

Our staff are experienced, caring and committed to helping each child learn and develop through play, at the child's own pace. We are registered and inspected by Social Services and are members of Early Years, the organisation for young children. The current Department of Education (NI) inspection report may be viewed at www.deni.gov.uk.

The centre offers a wide range of stimulating play, based on the Curriculum for Pre-school Education. Each child is treated as an individual and supported in developing to his/her full potential in safe, secure and friendly surroundings. We aim to provide a challenging and caring environment, where each child feels safe and happy and is encouraged to acquire the necessary skills, knowledge and positive attitude to deal with the world around them.

As energetic physical activities are so important in this technological age, we have a large area of floor space that is devoted to the use of large physical equipment e.g. climbing frame, trikes, slide, tunnel, hoops, balls etc. We are therefore able to offer a varied selection of this equipment, on a daily basis, regardless of the weather.

As we consider partnership with parents to be extremely important, all parents are encouraged to take an active interest in their child's education and their input is both valued and welcome.

Parents and children are most welcome to come along to visit us on the centre's Open Day on Friday 6th January 2012 from 10.00am – 11.30am. This will provide an opportunity to meet the staff and experience some of the centre's activities. If this is not suitable, please contact us in order to arrange an alternative convenient date and time to visit us.

Admissions Policy

It is our intention at Bo-Peep Corner that equal opportunity should be given to all children who wish to enter our centre and that no child should be refused on the grounds of religion, gender, sexual orientation, class, means, disability or colour. Bearing the above points in mind, the following set of admissions criteria will be applied for entrance to our centre:

Admissions Criteria for Funded Places

NB: Applications for funded places are only considered from children in their immediate pre-school year.

- 1 Preference will be given to those children from socially disadvantaged circumstances, i.e. children whose parent(s)/guardian(s) are in receipt of Income Support or Income-based Job Seeker's Allowance, who are in their *final pre-school year. Within this group, preference will be given to those children with July and August birthdays.

- 2 Children in their *final pre-school year, with birthdays in July or August.
- 3 All other children who are in their *final pre-school year.

Should the centre be over-subscribed in any of the above criteria, the following sub-criteria will apply in the order set down.

- (a) Children who have specified the centre as their first preference.
- (b) Children who are already attending the centre (non-funded).
- (c) Children whose siblings have attended the centre in previous years.
- (d) Children who are deemed by the centre to have special medical or social circumstances.
- (e) Chronological order – oldest first.

In the event of two children having the same date of birth, preference will be given to the child who lives closest to the centre, as measured by road or public footpath.

Non Funded Places

After all the above criteria have been applied, children will be admitted in order of date of birth from our waiting list, with preference given to those children whose siblings have attended the centre in previous years.

***Final pre-school year means those children born between 2 July 2008 and 1 July 2009.**

**CRAWFORDSBURN PLAYGROUP
BALLYGILBERT PRESBYTERIAN CHURCH
376 BELFAST ROAD
BANGOR
BT19 1UH**

VOLUNTARY PLAYGROUP

**Telephone: 028 9185 3831 (am)
077 9066 4501 (pm)**

Website: www.crawfordsburn-playgroup.com

Playgroup Leader: Mrs Rosemary Mulholland BA (Hons)

Number of Funded Places: Ranging from 10 - 26

Crawfordsburn Playgroup is a committee run community playgroup which meets during term-time from 9.00am to 12.00noon, Monday to Friday. It is located in a bright, spacious and well-equipped playroom, with daily access to a very large hall for physical play. Each session, there are a maximum of 24 children, supported by three fully qualified and highly experienced members of staff.

By means of developmentally appropriate activities, and a high level of individual adult input, we offer experiences across the six areas of learning, as set out in the Curricular Guidance for Pre-School Education (2005). The high ratio allows each child's development to be promoted at their own pace, whilst our key worker system enables us to ensure a planned curriculum is tailored to the needs of each individual child.

Parental involvement is integral to the provision for children's development within the group. Parents are equal partners with staff in fostering the children's development and are encouraged, not only to play an active part in the day-to-day activities of the group, but also to contribute their ideas on both policy and planning, at regular parents' meetings.

Our aim is to enhance development through play, and other enriching experiences, whilst providing children with a safe, caring, secure, stimulating, informal and, above all, enjoyable introduction to education. In partnership with parents, we are committed to supporting children in becoming independent and autonomous learners by meeting their individual needs. The group's policy is to offer equal opportunities to all children and families.

The current Department of Education (NI) inspection report may be downloaded at www.deni.gov.uk. Additionally, parents

who are considering making an application are very welcome to visit.

Admissions Criteria

Places funded by the Pre-School Education Expansion Programme will be allocated to children applying the Department of Education criteria and can only be considered for those children in their immediate pre-school year. In the context of the Regulations, the term 'a child with socially disadvantaged circumstances' means a child whose parent is in receipt of Income Support or Income-based Job Seeker's Allowance.

- 1 Children from socially disadvantaged circumstances born between 2 July 2008 and 31 August 2008 (inclusive);
- 2 Children from socially disadvantaged circumstances born between 1 September 2008 and 1 July 2009 (inclusive);
- 3 Other children born between 2 July 2008 and 31 August 2008 (inclusive);
- 4 Other children born between 1 September 2008 and 1 July 2009 (inclusive).

In the event of over-subscription, the following sub-criteria will be applied in the following order:-

- (a) Children already attending the playgroup (non-funded);
- (b) Children whose parents nominate Crawfordsburn Playgroup as their first preference;
- (c) Children whose siblings previously attended the playgroup;
- (d) On the basis of chronological age, starting with the oldest.

**EARLY DAYS PLAYGROUP
BALLYMAGEE PRIMARY SCHOOL
77 ASHBURY AVENUE
BANGOR
BT19 6ZG**

VOLUNTARY PLAYGROUP

**Telephone: 07745279390
E-mail: earlydays@hotmail.co.uk
Website: earlydaysplaygroup.weebly.com**

Contact Name: Mrs Terry Abernethy (Leader)

Number of Funded Places: Ranging from 10 - 26

Opening Hours:

Monday – Friday 9.30 am – 12.00 noon

Early Days Playgroup is based in the Youth and Community Wing of Ballymagee Primary School and enjoys good links with the school and staff.

At each session there are three experienced staff members, each fully qualified to NVQ Level III, providing a good ratio of adults to children.

Early Days recognises that the support, interest and involvement of parents is an important aspect of playgroup life, and encourages all parents/carers to join the committee at the A.G.M, and make good use of the Parents Rota to enjoy a morning in the group, reading stories or assisting in craft/art activities with the children.

We encourage parents to come into the playroom at the beginning of each session to share the learning experiences which have taken place in playgroup and at home. This also assists in fostering positive relationships between parents and staff.

Early Days aims to provide children with a secure, stimulating and above all happy environment in which they have ample opportunities to learn and make choices through play.

To attain this, we observe, plan and provide a balanced and varied curriculum to enhance and develop the individual child's learning.

Each child has their own Key Worker who will keep the parent/guardians informed

throughout the year of their child's progress.

Early Days Playgroup welcomes all families in the area and parents/carers may call at any time to view our facilities, discuss enrolment and pick up a Parents Information Booklet.

Admissions Criteria

It is our intention to make our playgroup genuinely accessible to children and families from all sections of the community. In order to accomplish this we will:

- Arrange our waiting list giving preference to children in their pre-school year. All children must be toilet trained before being admitted to playgroup.
- Describe the playgroup and its practices in terms which make it clear that it welcomes both fathers, mothers, other relations and other carers, including childminders, and people from all cultural, ethnic, religious and social groups with and without disabilities.
- Monitor the gender and ethnic background of children joining the group to ensure that no accidental discrimination is taking place.
- We will make our equal opportunities policy available to parents.

The Committee has adopted selection criteria for admission into the two categories available as follows:

ADMISSIONS CRITERIA FOR DENI FUNDED PLACES

Under this scheme funded places may be allocated if the following criteria are met:

Priority for these funded places will be given to children in their final pre-school year before entering primary school who:-

- 1 Have one or both parents in receipt of Income Support or Income-based Job Seekers' Allowance; or
- 2 Will have their fourth birthdays in July or August.

When demand exceeds the number of places available in this category, the following sub-criteria will apply:

- (a) Children who currently attend Early Days Playgroup may be offered a place using chronological order, starting with the eldest children first;
- (b) Children whose parents nominate Early Days Playgroup as first preference may be offered a place using chronological order – starting with the eldest children first;
- (c) Children who have had brothers or sisters (half brothers or half sisters) enrolled at the Early Days Playgroup may be offered a place using chronological order – starting with the eldest children first;
- (d) All other children in chronological order – starting with the eldest.

Before confirmation of a funded place all parents must provide:-

- An original Birth Certificate for each child.

- Applicants claiming to meet criteria (1) will be required to produce documentary evidence eg Income Support Order Book with name and address printed on the front cover, a Social Security Agency Form JSA 260 or a recent letter of entitlement from Social Security Office confirming the parents entitlement to Income-based Jobseekers' Allowance.

FEE-PAYING PLACES

If fee-paying places are available, children will be admitted from the playgroup's Waiting List as follows:

- (1) Children who have had brothers or sisters (half brothers or half sisters) enrolled at the Early Days Playgroup may be offered a place using chronological order – starting with the eldest children first.
- (2) All other children in chronological order – starting with the eldest.

The Admissions Policies will be reviewed annually.

Contact Name: Deirdre Kelly BA (Hons), M.Ed. (Leader)

Number of Funded Places: Ranging from 10 - 26

Glencraig Playgroup is a non-profit making, committee run community playgroup and first opened in 1967. It is an Accredited member of Early Years and is situated in the rural Seahill district of Holywood.

For administration purposes, the Playgroup amalgamated with the After School Club to form *Glencraig Integrated Children's Centre*. With the opening of a Breakfast Club we are now able to offer a total wrap-around care for both pre-school and primary school children.

The Playgroup operates two sessions. The morning session (8.50 – 11.50) provides places for children in their pre-school year, and the afternoon session (Tues and Thur 12.15 – 2.15 with lunch provided) caters for younger children, who can start from 2 years 9 months.

Adjacent to our new purpose built premises in the grounds of Glencraig Integrated Primary School is an enclosed outdoor play area which allows children to access outdoor play on a daily basis. Another part of our daily routine is our Dental Health Scheme in which we now hold a Diamond Award.

All our staff are highly experienced and professionally qualified. Training is regularly updated to keep abreast of recent research into children's learning, development and health. Our planned programme is based on the Curricular Guidance for Pre-school Children (CCEA) and ensures that our children learn through play at their own pace, in all 6 areas of development.

We aim to foster mutual understanding and respect for others and to value each child as an individual in an environment that embraces diversity. Children, staff and parents form an

essential triangle. By working together in an open, positive and constructive partnership we provide the best learning environment for our children.

Allocation of funded places can only be considered for those children in their pre-school year.

Admissions Criteria

Funded Places:

- 1 Children born between 2 July 2008 and 31 August 2008, whose parents are in receipt of Income Support or Income-based Job Seekers' Allowance.
- 2 Children born between 1 September 2008 and 1 July 2009 whose parents are in receipt of Income Support or Income-based Job Seekers' Allowance.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

In the event of oversubscription in any of the above criteria, the following sub-criteria shall be applied:-

A. Children residing within Seahill

- (a) Children already attending Glencraig Integrated Playgroup;
- (b) Children already on the waiting list for Glencraig Integrated Playgroup;

- (c) Children with siblings previously enrolled in Glencraig Integrated Playgroup;
- (d) Remaining places will be allocated according to the date of birth, starting with the youngest.

B. Children residing outside Seahill

- (a) Children already attending Glencraig Integrated Playgroup;
- (b) Children already on the waiting list for Glencraig Integrated Playgroup;
- (c) Children with siblings previously enrolled in Glencraig Integrated Playgroup;
- (d) Children who reside in Craigavad ward;

If there are more applications satisfying the last criterion which can be applied than there are places remaining, whilst we aim to reflect our integrated nature, then selection for the remaining places will be allocated according to the date of birth, starting with the youngest.

Applications will not be considered complete unless accompanied by a data collection form available from the playgroup, reflecting the cultural background of all applicants (Catholic, Protestant, Other).

Contact Name: Heather Patton (Owner and Manager)

Number of Funded Places: Ranging from 10 - 26

Groomsport Playgroup Ltd is a well established private Playgroup based in a rural setting with a large outdoor play area. We offer a holistic approach to learning in line with the Pre-School Curricular Guidance (NI). We are part funded by the Department of Education under the Pre-school Expansion Programme. We are registered with the Ulster Community & Hospitals Trust and adhere to their guidelines regarding ratios of staff, numbers of children and Health & Safety standards. The group is registered with Early Years, the organisation for young children.

The Playgroup is managed by Heather Patton, with the help of the Playgroup Leader and a team of 6 staff. We update staff training continually and the staff have a wide variety of qualifications, ranging from Early Years Degrees to Childcare Diplomas, but we believe one of the most appropriate is that all but one of us are 'Mums' ourselves.

Children thrive in an environment that is loving and supportive. Physically, socially, emotionally and intellectually – we believe our children develop and achieve their full potential in their time with us. Our aim is that they leave as skilled and adaptable young children who will grow up to meet the challenges of the 21st century. At every stage, the children are given an awareness and understanding of the world around them. Our curriculum is enlivened and enriched by good staff to children ratios, personal knowledge of the children and their families.

We always have 1 adult to every 6 children. By giving the children opportunities to explore, experiment, plan and make decisions for themselves the children progress in their learning and development. We aim to relate learning to the real world beyond the setting encouraging parents to be involved and we

encourage them to bring as much as possible to the daily life of the playgroup.

We are a health promoting playgroup and as part of their daily routine we provide a healthy break for the children. In conjunction with the local trust we also partake in a Dental Health Scheme for which we have won gold awards for 4 consecutive years.

Playgroup has the use of a large bright hall that has a wide range of resources and equipment along with the benefit of a large enclosed garden which looks out onto fields. Our outdoor space is used daily and has a stimulating range of equipment.

We hope all the children will enjoy being with us and settle in happily to enjoy playing and making friends. We wish for all the children to be happy and contented with us. We are here to play along with them, to talk to them, to listen to them, to comfort them if necessary, but above all to make them feel safe and happy. We learn through our play and games but above all we have **fun!**

Groomsport Playgroup operates two sessions. The morning session is from 9:15am to 12noon, Monday to Friday and is for children in their immediate pre-school year. The afternoon session is from 12:30pm to 2:30pm, Monday to Thursday and is for younger children in their pre-pre-school year. Children can start from 2 years 9 months.

If you are interested in our Playgroup please phone Heather on 07891402685 and arrange a time to bring your child in and have a look around, the children love having visitors!

Admissions Criteria

We can accept a maximum of 26 children per session. Places funded by the Pre-school Education Expansion Programme will be allocated to children applying the Department of Education criteria.

- 1 Children from socially disadvantaged circumstances born between 2 July 2008 and 31 August 2008 inclusive.
- 2 Children from socially disadvantaged circumstances born between 1 September 2008 and 1 July 2009 inclusive.
- 3 Other children born between 2 July 2008 and 31 August 2008.
- 4 Other children born between 1 September 2008 and 1 July 2009.

Socially disadvantaged circumstances means a child whose parent is in receipt of Income Support or Income-based Job Seeker's Allowance.

In the event of oversubscription the following sub-criteria will be applied:-

- (a) Children who listed Groomsport Playgroup as their first preference;
- (b) Children who have attended the setting in a paid capacity;
- (c) Children who have had a brother/sister, half brother/sister attending the setting;
- (d) Children referred by Social Services or other Health Care Professionals;
- (e) Child's date-of-birth (oldest first);
- (f) Children living nearest the setting.

**LITTLE ACORNS PRE-SCHOOL
CLANDEBOYE PRIMARY SCHOOL
CLANDEBOYE ROAD
BANGOR
BT20 3JW**

VOLUNTARY PRE-SCHOOL
Telephone: 07974 042903 (Pre-school)
028 9146 1411

Contact Name: Mrs Jenny McKnight BA (Hons) ECS (Leader)

Number of Funded Places: Ranging from 10 - 36

Little Acorns Pre-school enjoys its own unit within Clandeboy Primary School. Having two rooms gives the children scope to experience a varied number of activities throughout each day. Both rooms are bright, well presented and resourced. Having close links with the school, we can offer both indoor and outdoor play, and access to many other facilities available within the school e.g. library, assembly hall and physical play room.

We are a member of Early Years – The Organisation for young children and are registered with the Social Services for -

2 groups of 20 in the mornings – 40 places
1 group of 20 children in the afternoons.

We are open 5 mornings and 3 afternoons per week.

Our sessions are:-

Mornings: 9.00am – 12.00noon - Mon-Fri
Afternoons: 12.30pm - 3.00pm - Mon-Wed

Our seven staff are all fully qualified and experienced, and our aim is to provide a safe, secure and stimulating environment, to help each child to develop to their full potential in every aspect of their growth and development. To attain this, we plan, observe and evaluate, thus allowing us to provide a balanced and varied curriculum. This will enhance and stimulate the individual child's learning.

Each child is assigned their own Key worker who will keep the parents/guardians informed throughout the year of their child's progress.

Little Acorns is supported and helped by a group of elected parents. We recognise and

value the input of the parents, and believe that their involvement is vital to the success of our pre-school. Our policy is to foster positive relationships between parents and staff. To achieve this we strive to make our group accessible to all children and families from all sections of the local community.

We welcome all children in their pre-school year and younger children who are approaching their third birthday. Parents are welcome to come in and visit us, to meet our staff, have a look around our happy unit and experience at first hand, some of our activities.

Admissions Criteria

A. For Pre-school Funded Places for children born between 2 July 2008 and 1 July 2009:

In the event of oversubscription, the following criteria will be applied in the order set down.

- 1 Children, whose parents receive Income Support or Income-based Job Seeker's Allowance. Preference will be given to children who were born in July or August 2008.
- 2 Children whose parents receive Income Support or Income-based Job Seeker's Allowance, who were born between 1 September 2008 and 1 July 2009.
- 3 Other children who were born in July or August 2008.

- 4 Pre-school children with special educational needs supported by independent documentary evidence.
- 5 Other children born between 1 September 2008 and 1 July 2009.

Applicants should note that they may be required at some stage to provide documents to verify their address.

Sub-criteria

In the event of over-subscription within any of the above criteria the following sub-criteria will apply:-

- (a) Children who already attend Little Acorns Pre-school in a paying capacity.
- (b) Children who have a parent/guardian employed within the pre-school and Clandeboye Primary School.
- (c) Children who have older siblings attending Clandeboye Primary School.
- (d) Children who are the eldest or only child of a family.
- (e) Children that have specified Little Acorns as their first choice.
- (f) Date of Birth – oldest first. Should children share a birthday, preference will be given on the basis of proximity to the school, as measured by road or public footpath.

B. Non-Funded places (children that will be three in the term in which they are admitted).

- (a) Children who have had brothers or sisters attending Little Acorns Pre-school.
- (b) Children that have older siblings attending Clandeboye Primary School.
- (c) Children according to date of application.
- (d) Date of birth. Should children share a birthday, preference will be given on the basis of proximity to the school, as measured by road or public footpath.

**REDBURN COMMUNITY PLAYGROUP
REDBURN COMMUNITY CENTRE
JACKSONS ROAD
HOLYWOOD
BT18 9EZ**

VOLUNTARY PLAYGROUP

**Telephone: 028 9042 1366
077 4254 7176**

Contact Names: Mrs Rosaleen Fairweather (Leader)

Number of Funded Places: Ranging from 10 - 26

Redburn Playgroup is a community run playgroup, situated on the Belfast side of Holywood. The playgroup is extremely well equipped, providing a large playroom, a small room for stories and there is opportunity for extensive outdoor play in a safe enclosed play area. The group is a member of Early Years, the organisation for young children and is registered with Social Services for a maximum of 26 children.

All members of staff are experienced and qualified in child care and have knowledge in providing quality of play through careful planning. All members of staff update training of child development, learning and health.

As a community playgroup parents are encouraged to be actively involved within the group and their suggestions and ideas are most welcome.

Opening Times

Mon, Wed, Fri	9.30am-12noon
Tues, Thurs	11.30am – 2.00pm

The aim of the playgroup is to provide an environment where children feel safe, secure, happy and acquire knowledge, understanding, skills and positive values and attitudes through play. Only children in their pre-school year (ie born between 2 July 2008 and 1 July 2009) can be considered for a funded place.

Admissions Criteria

NB: Applicants should note that they may be required to produce documents verifying their address. A birth certificate should accompany all applications.

The Department of Education has issued Regulations requiring criteria for admission of pupils to playgroups as follows. In the context of the regulations, the term “a child with socially disadvantaged circumstances” means a child whose parent is in receipt of “Income Support or Income-based Job Seeker’s Allowance”.

If the playgroup is oversubscribed, the following criteria will be applied in order 1-5:

- 1 Children from socially disadvantaged circumstances, born between 2nd July 2008 and 31st August 2008 - both dates inclusive.
- 2 Children from socially disadvantaged circumstances, born between 1st September 2008 and 1st July 2009 – both dates inclusive.
- 3 Children born between 2nd July 2008 and 31st August 2008.
- 4 Children born between 1st September 2008 and 1st July 2009 – both dates inclusive whose parent is a committee member at the playgroup.
- 5 Children born between 1st September 2008 and 1st July 2009 – both dates inclusive

In the event of over-subscription in criteria 1-5 the following sub-criteria will be applied in order.

- (a) A child who has already attended the group;

- (b) A child who has a brother/sister, half-brother/sister attending the group;
- (c) Children who are on the waiting list;
- (d) Children who have placed the group as first preference;
- (e) Eldest child in family or only child;
- (f) Children on the basis of proximity of their home to the school as measured by road or path.

FOR NON-FUNDED PLACES:

We will take children from our waiting list in order of their date of birth and who will be three in the term in which they are admitted. Preference will be given to those who have had:-

- i Parents or siblings at the group
- ii Parents who are a committee member
- iii Children who intend to stay with the group for their pre-school year.

**ST COMGALL'S PRE-SCHOOL CENTRE
25 BRUNSWICK ROAD
BANGOR
BT20 3DS**

VOLUNTARY PRE-SCHOOL

Telephone: 028 9146 8844

Contact Names: Mrs Susan McDowell (Leader)

Number of Funded Places: Ranging from 10 - 26

St Comgall's Pre-School is situated in St Comgall's Parish Centre. The Pre-school operates Monday – Friday from 9am – 12noon. There are three staff and 24 children per day.

The main aim of our Pre-School is to promote the social, emotional and early educational development of each child.

Our Pre-School offers a safe and secure environment where your child will have the opportunity to achieve these goals. This is carried out by implementing a planned Pre-School Curriculum, which offers your child a broad range of learning opportunities through play and other experiences.

We work in partnership with parents/carers, families and other bodies/professionals to provide a wide range of experience to our Pre-School. Pre-School staff are committed to the needs of the Pre-School child and will encourage and build upon the experience and range of skills, which the child has already developed. This will be achieved by observing and evaluating the children at play, through encouragement and in recognising the individual needs of each child. By implementing our programme of Pre-School education, we offer your child the opportunity to be curious, to investigate and appreciate the circumstances and environment in which they live.

We will help to develop the individual's physical, emotional and educational skills and experiences to full potential, which they can build upon after their time in Pre-School.

By the end of this Pre-School year, it is hoped that each child will have learned to form

stable relationships, developed a sense of responsibility and consideration for others, and grown in self-confidence, independence and self-control.

Parents and children are most welcome to come and visit us during school hours.

Admissions Criteria

In accordance with the Pre-School Education in Schools (Admissions Criteria) Regulations (NI) 1998 as amended, the Management Committee have drawn up the following admissions criteria.

Criteria will be applied in the following order of priority.

- 1 Children born between 2 July 2008 and 31 August 2008 whose parents/guardians are in receipt of Income-based Job Seekers' Allowance or Income Support and who reside in the parish of St Comgall's;
- 2 Children born between 2 July 2008 and 31 August 2008 whose parents/guardians are in receipt of Income-based Job Seekers' Allowance or Income Support;
- 3 Children born between 1 September 2008 and 1 July 2009 whose parents/guardians are in receipt of Income-based Job Seekers' Allowance or Income Support;
- 4 Children born between 2 July 2008 and 31 August 2008;
- 5 Children born between 1 September 2008 and 1 July 2009.

In the case of over-subscription at any of the above categories (1-5), St Comgall's Pre-school Committee will apply its own criteria in the following order of priority:

- (a) Children whose parent/grandparent/guardian is or was a permanent employee of the pre-school within the last 12 months;
- (b) A child whose first preference is St Comgall's Pre-School Centre;
- (c) Children whose brother/sister is a former pupil of the Pre-school;
- (d) A child whose sibling's first preference was St Comgall's Pre-School but was unsuccessful due to oversubscription;
- (e) A child who is the eldest or only child in a family;
- (f) Children whose brother/sister attends St Comgall's Primary School;
- (g) Chronological age of the children, starting with the oldest.

In the event of two children having the same date-of-birth, alphabetical order of surname will apply.

TIDDLI-WINKS PLAYGROUP
68 GROOMSPORT ROAD
BANGOR
BT20 5NE

VOLUNTARY PLAYGROUP
Telephone: 07929 465421 (Playgroup)
028 9146 8433 (Home)

Contact Names: Pam Gibb (Leader) B.A Ed (Hons)

Number of Funded Places: Ranging from 10 - 26

Tiddli-winks Playgroup is a community based playgroup situated in the Ballyholme area of Bangor. We aim to make our group available to all children regardless of race, religion or ability. We have in the past been able to take children with special needs and hope to be able to do so again in the future however this is limited by the hall's facilities.

We feel that the high adult to child ratio is most important and enables us to provide a high level of care. All staff have NVQ Level III, two of which have over 18 years of experience.

Our hall is registered by Social Services for 26 children and we have been awarded 26 funded places this year. All of the children with us this year are in their pre-school year. A lot of the children that attend our group go to the local primary school, so we endeavour to have close ties with them, but as we take children from all over the Bangor area many of the local schools are represented within our group.

Tiddli-winks opens five mornings a week, three hours a morning:-

9.00am -12.00noon – Monday to Thursday,
9.00am - 11.30am Friday

Admissions Criteria

Allocation of funded places can only be considered for children in their pre-school year.

We use the following criteria for accepting children into our group:-

- 1 Those whose parents receive Income Support or Income-based Job Seeker's

Allowance. Within this group, preference should be given to children with July and August birthdays in their immediate pre-school year.

- 2 Other children with July and August birthdays in their immediate pre-school year.
- 3 Other children in their immediate pre-school year born between 1 September 2008 and 1 July 2009.

In the event of over-subscription in any of the above criteria places will be allocated using the following sub-criteria applied in the order set down:-

- (a) If the child has attended the group within the previous year.
- (b) Whether a brother/sister has attended the group.
- (c) A child who has listed our centre as their first preference.
- (d) Special factors (social services referrals).
- (e) Date of birth – eldest first.

In the event of two children having the same birthday – alphabetical order of surname will apply.

Contact Names: Ms R Farr (Day Nursery Manager)

Number of Funded Places: Ranging from 10 - 26

Tiggers Palace Nursery is a voluntary playgroup crèche that is situated in a community centre within Palace Barracks, Holywood. We open term time and operate from 9.30am to 12.00 daily. We are funded by the Department of Education under the Pre-School Expansion Programme.

Tiggers Palace is registered with the South Eastern Health and Social Care Trust, Balloo Road, Bangor. We adhere to their guidelines regarding ratios of staff, number of children and Health and Safety Standards. The group is also registered with Early Years (the organisation for young children).

A parent committee is in place and all decisions made regarding the nursery are approved by the committee. We also have mother helpers who give of their time freely. The parents are encouraged to participate in their child's education and their opinions are always welcome.

Admissions Criteria

NB: Applicants should note that they may be required to produce documents verifying their address.

We can accept a maximum of 30 children per session.

Places funded by the Pre-school Education Expansion Programme will be allocated to children in their immediate pre-school year who are resident in Northern Ireland at the time of their proposed admission. Funded places will be allocated in the following order.

- 1 Children from socially disadvantaged circumstances who were born between 2 July 2008 and 1 July 2009 (inclusive).

Socially disadvantaged circumstances refers to a child whose parent is in receipt of Income Support or Income-based Job Seeker's allowance.

- 2 Other children born between 2 July 2008 and 31 August 2008 (inclusive).
- 3 Other children in their immediate pre-school year born between 1 September 2008 and 1 July 2009 (inclusive).

In the event of over-subscription the following sub-criteria will be applied in the following order:-

- (a) Children already attending.
- (b) Children who have had a brother/sister, half-brother/sister attend the setting.
- (c) Children referred by Social Services or other Health care professionals.
- (d) Children by date of birth (oldest first). In the event of 2 children having the same date of birth alphabetical order or surname will be applied.
- (e) Children living nearest to the setting.