

St MacNissi's Pre-School Centre  
Christine Road  
Newtownabbey  
BT36 6UE

Person in Charge/Leader: Mrs P McCorry  
Chair of Management Committee/Proprietor: Mrs R Mitchell

Voluntary Playgroup  
Provisional Number of Funded Places (Full Time):- 23  
Session Times: Monday to Friday: 9:00am – 1:30pm  
To include the provision of a mid-day meal  
Telephone: 028 9034 2166  
E-mail: [info@stmacnissisps.newtownabbey.ni.sch.uk](mailto:info@stmacnissisps.newtownabbey.ni.sch.uk)  
Website: [www.saintmacnissis.com](http://www.saintmacnissis.com)

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### Respective Functions of the Management Committee/Proprietor and the Leader in relation to admissions.

The Management Committee draws up the admissions criteria and applies the criteria to all applications submitted.

### Admissions Criteria

A timetable of pre-school admissions procedures setting out the dates by which an application is to be submitted is available at [www.eani.org.uk/admissions](http://www.eani.org.uk/admissions) under 'Pre-School Admissions'. During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered.

The application procedure opens on 07 January 2026 at 12noon (GMT) and an application submitted by the closing date of 21 January 2026 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 21 January 2026 will be treated as a late application.

As the pre-school admissions procedure is in two stages the timetable also specifies the relevant dates at Stage 2 which will determine if an application is to be considered as punctual or late.

The Management Committee has determined that, in the event of more applicants than the places available, the following admissions criteria will be applied, in the order set down, to select children for the available places. (Some of the criteria are determined by the Department of Education.)

### Statutory Criteria

1. Children from socially disadvantaged circumstances in their final pre-school year who were born:

- on or between 2 July 2022 and 1 July 2023 (inclusive) and whose parents have not exercised their right to defer their child's entry to primary school; or,
- on or between 1 April 2022 and 1 July 2022 (inclusive) or were due to be born on or between those dates but were born earlier; and,
  - have not attended or are not currently attending a funded pre-school setting under the Pre-School Education Programme as a target aged child; and,
  - that child's parent has completed a request to defer their child starting P1 until September 2027.

**Note: Children from 'socially disadvantaged circumstances' means a child whose parent has an entitlement to (i) Income Support, or (ii) Income-based Jobseeker's Allowance, or (iii) Income related Employment and Support Allowance, or (iv) Universal Credit. When parents apply for places for their child on this basis they must provide Benefit Verification to confirm that they have an entitlement. The application procedure for Pre-School will outline how Benefit Verification can be submitted.**

2. Children not from socially disadvantaged circumstances (as defined above) who are in their final pre-school year (as defined by criterion 1).

### Sub-criteria

In the event of over-subscription in any of the above criteria, selection will be applied in the order set down below. A place will be offered to:

- a. Children will be admitted in accordance with preference for St. MacNissi's Pre-School named on the application form i.e. those whose form indicates a first preference will be selected before those whose form indicates a second or subsequent preference, second preferences will be selected before third or subsequent preferences.
- b. Children who have a sibling presently enrolled in St. MacNissi's Primary School.
- c. Children who are the eldest or only child in the family - as defined in Department of Education Guidance Circular Number 2024/19 Open Enrolment in Primary Schools (issued 18 October 2024).
- d. Children who have attended St. MacNissi's 'Eager and Curious to Learn' group in the previous year.

- e. Children whose brother/sister, (state name of sibling) are prior pupils of St. MacNissi's Primary School.
- f. Children will be selected for admission on the basis of initial letter of surname (as entered on Birth Certificate) in the order set out below:

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

- g. In the event of surnames beginning with the same initial letter the final selection will be on the basis of child whose home is closer to the school than that of another child (as measured by 'Google Map' the distance from the school's gate to the child's home address).

### Non-statutory criteria

#### 3. Children who were born:

- on or between 1 April 2022 - 1 July 2022 (inclusive), or were due to be born on or between those dates but were born earlier; and have attended or are currently attending a funded pre-school setting under the Pre-School Education Programme as a target aged (not penultimate aged) child; and, that child's parent has completed a request to defer their child starting P1: or,

### Tie Breaker – Non Statutory Criteria 3

Children within Criteria 3 will be selected in Chronological Order of Age – eldest child first. In the event of two or more children having the same DOB the above random selection of letters will be used.

### Duty to Verify

The Management Committee reserves the right to require such supplementary evidence as it may determine to support or verify information on any application form.

If the requested evidence is not provided to the Management Committee by the deadline given, this will result in the withdrawal of an offer of a place. Similarly, if information is supplied which appears to be false or misleading in any material way, the offer of a place will be withdrawn.

### Waiting List Policy

Should a vacancy arise after Tuesday 19 May 2026 all applications for admission to Pre-school that were initially refused, new applications, late applications and applications where new information has been provided will be treated equally and the published criteria applied. This waiting list will be in place until the end of June each year.

St MacNissi's Pre-school will contact the parent/guardian in writing if your child is to be offered a place through this method.

Your child's name will be automatically added to the waiting list. Please contact St MacNissi's Pre-school if you wish your child to be removed from the list.

When considering which children should be selected for admission, the Management Committee will only take into account information which is detailed on or attached to the application form. Parents should therefore ensure that all information pertaining to their child and relevant to the admissions criteria is stated on the application form or attached to it.

Parents are asked to note that "funded places" can only be allocated to pupils in their final pre-school year.

Applications and Admissions to Pre-School		
Year	Total Applications	Total Admissions
2025/2026*	23	23

**\*The Total Admissions for year 2025/2026 includes all pre-school children admitted to the pre-school including those who have a statement of special educational needs and/or may be attending SPiMS.**

(SPiMS = Specialist Provision in Mainstream School)