

St. Catherine's Nursery School

"A family school in the heart of Strabane"



School Prospectus

Principal: Mrs Bridget Wilders

B.Ed, P.G. Dip Ed., P.Q.H.

Barrack St Site: Tel: 02871 382614

(Senior School Site) Fax: 02871 382482

Email: bwilders592@c2kni.net

Website : www.stcatherinesps.co.uk

Download our FREE APP : St Catherines PS,Strabane

Find us on Facebook: StCatherines PrimarySchool

Follow us on Twitter : [StCatherinesPS](#)

Follow us on Instagram : [St Catherine's Primary School](#)

A Letter from the Principal.

Dear Parent,

Choosing a Nursery Pre School for your child can be such a challenging yet exciting time. There are so many questions that race through your mind. Is my child ready for pre-school? Am I ready for them to attend pre-school? What if they don't settle? Should I just wait until they have to go to Primary School? What is the best way forward for my little child, after all he/ she is so young? I am a mummy too and I feel that there is one common goal that everyone wants for their child and that is that they will be happy, secure and well educated no matter where they go.

We have a Nursery School of happy, secure and well-educated children here at St. Catherine's P.S.; a warm, friendly, nurturing family atmosphere can be felt the moment you walk through the door. All the children get to know and look out for each other. Staff know every child by name and have a deep empathy for and understanding of how they learn. There is a great feeling of team ship in the school. Everyone is courteous and friendly. Our Catholic, Christian, Inclusive ethos is evident all around the school.

We aim for excellence, and we believe that together we can achieve this. We are very confident that the service that is being provided for our pupils in our wee Nursery School meets their individual needs and we would like to share that with you. To this end we are delighted that you are considering St. Catherine's Nursery School for your child.

We look forward to getting to know you and your child. We are one big happy family here at St. Catherine's Nursery School and we would like to warmly welcome you and your child to this special family and learning community.

We know that your child will be developed academically, physically, culturally, spiritually, socially and morally and after this pre-school year your child will emerge as a more confident, competent child who will be so ready to embark on their Primary School journey!

We place great emphasis in our school on the good relationships between pupils, parents, staff, governors and community and the importance of everyone working together to provide the very best opportunities for our children.

I will be pleased and proud to meet you all in time and can only wish you and your child every good wish in anticipation of your joining us on what can only be an amazing pre-school educational journey for the next very important year!

I look forward to talking to you all personally and getting to know you on our journey.....

Sincerely Yours,

Bridget Wilders
Principal



Staff

Nursery Room 1:

Nursery Teacher: Mrs. Porter

Nursery Assistant: Mrs. Caulfield



Nursery Room 2:

Nursery Teacher: Mrs. Mc Corkell

Nursery Assistant: Mrs. Campbell

General Information

St. Catherine's Nursery was established originally in Autumn 1998 and has now been amalgamated as part of St. Catherine's Primary school. It is a well-equipped double Nursery and caters for 52 boys and girls of Nursery age on a full time basis. Each class is staffed by a Nursery Teacher and Nursery Assistant and additional staff as required.

Our Aim

We aim to ensure that whilst at St. Catherine's Nursery School each child will encounter stimulating and challenging play experience which enables them to progress in all areas of their development within a secure and caring environment in which parents and the child's home life play an important part.

Our Vision

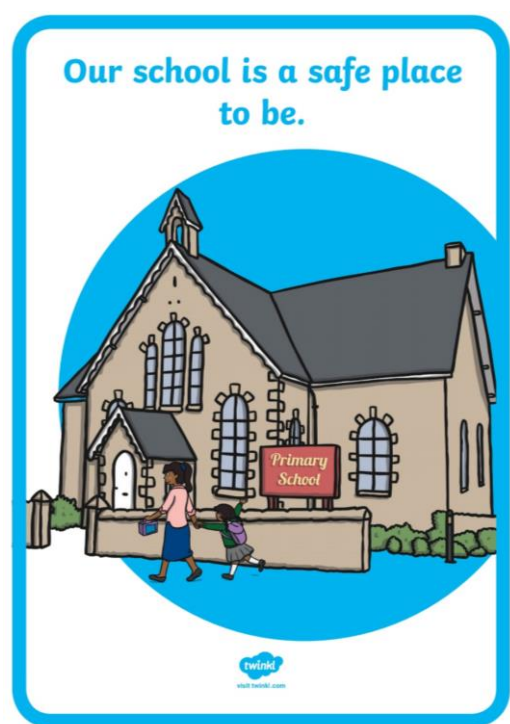
- An outstanding school which is **wholly** child centred and is rooted in the Gospel Values of Christ where children are the first priority at all times
- A school of excellent practice where dedicated, talented staff will collaborate to ensure high quality teaching and learning for all our pupils from Nursery to Year 7
- A school with a family atmosphere – where emphasis is placed on forging strong, positive relationships between pupils, parents (who are the first educators), Staff, Governors, Parish & Community which will result in...
Confident, happy young people who have high aspirations and high expectations, who have developed physically, intellectually, emotionally, socially, morally and spiritually, who are life long learners and who will have the skills and capabilities to be successful, confident and comfortable in an ever changing world.



A Nurturing School

We at St. Catherine's pride ourselves on being a Nurturing School. We follow the 6 Principles of Nurture in our approaches to the education of the little pupils entrusted to our care.

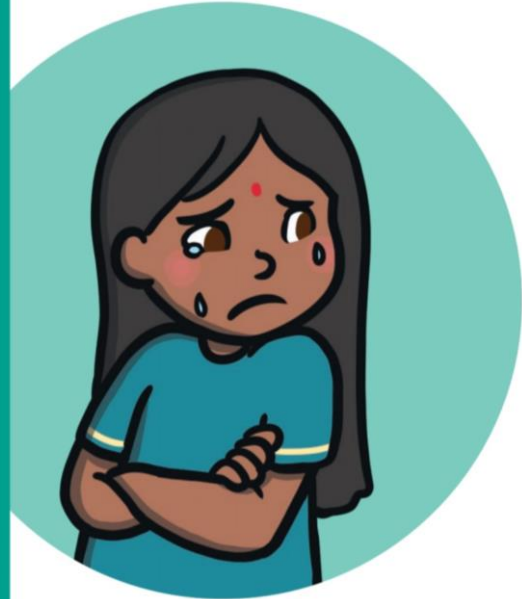
To this end we have a state-of-the-art Nurture Room Facility in the Junior school and we have a Sensory area in our Nursery also. There are little Nurture areas in each classroom throughout the school...such is our commitment to providing nurturing support to our children.



**We can cope with changes
in our lives.**



**Our behaviour can show
how we are feeling.**



We believe in ourselves.



**We use our words to talk
about how we feel.**



THE SIX PRINCIPLES OF NURTURE

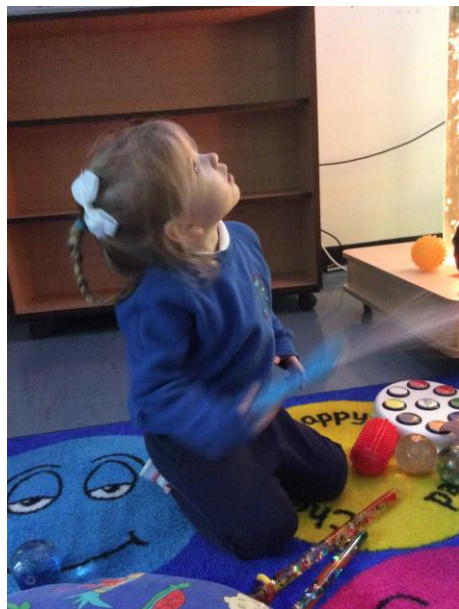
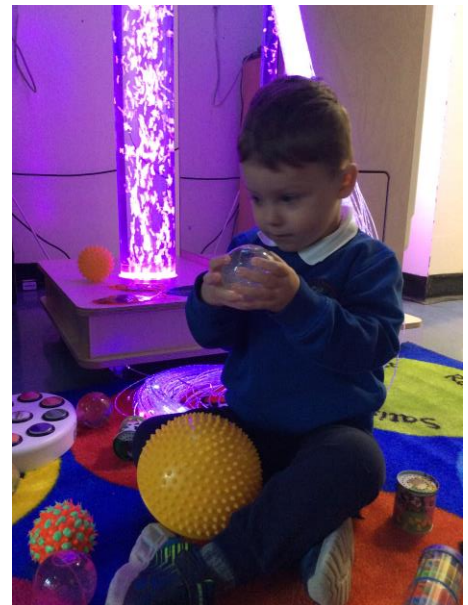
The nurturing
group network 

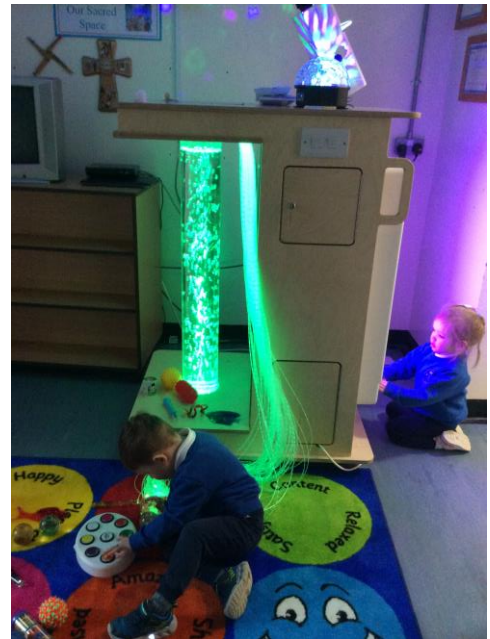
- * Children's learning is understood developmentally
- * The importance of nurture for the development of wellbeing
- * All behaviour is communication
- * The classroom offers a safe base
- * Language is a vital means of communication
- * The importance of transition in children's lives

www.nurturegroups.org

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Quality Assurance from ETI (Inspectors)

Inspectors visited our school in May 2016 and again in May 2019. They were very impressed with the quality of the teaching and learning being provided. There are four Grades that Inspectors award to schools to summarise the overall effectiveness of a school. Our school attained the highest level ...

Level 1 : ***The School has a high level of capacity for sustained improvement in the interest of all learners.***

We are understandably very proud of this grade of overall effectiveness and are delighted that this has been recognised by Inspectors, Department of Education, CCMS, Education Authority and the public alike.

We are not however complacent and continue to work especially hard to make sure that the service we provide is one that continues to serve our children excellently hence our motto.....

“Achieving Excellence Together”



Our Curriculum

With this aim in mind we carefully plan a Nursery Curriculum which is broad and balanced and offers each child the opportunity to develop in the following areas:-

1. Personal, Social and Emotional Development.

Appropriate opportunities are provided for children to learn personal and social skills, attitudes and values e.g. Taking turns, co-operating, sharing, exploring their emotions, developing self-confidence, identifying with others and functioning as part of a social group. Acceptable standards of hygiene are encouraged, and children are taught how to look after themselves and others.

2. The Arts

Creative play assists emotional development, promotes aesthetic awareness and is an avenue for self-expression. Children experience the joy of achievement while working with various media and tools e.g. Paint, crayons, clay, wood, fabrics, sponges and appreciate colour, shape, texture and other properties of materials. They are encouraged to express ideas, feelings and imagination through representations which become increasingly detailed as the young child's awareness grows. They learn songs and rhymes and listen and respond to music. They make their own music too. Every year each child takes part in the Annual Christmas Nativity Events with St. Catherine's Primary School. Each child is also encouraged to participate performing arts events hence promoting confidence and self – esteem.

3. Physical Development and Movement

Children enjoy physical play both indoors and out. Types of play offered at Nursery contribute to the development of large and fine motor control.

Children have the opportunity to explore space outdoors and learn to use a range of large and small equipment with increasing confidence and skill. Fine control, hand eye coordination and left to right movement are developed in readiness for writing.

4. Language Development

Through a wide variety of play situations children are encouraged to talk about experiences, ideas and feelings as they interact with adults and other children. Adults assist children to use language confidently by listening and using open-ended questions thereby encouraging skilful comment. Children are encouraged to listen and participate in stories, rhymes and music, therefore increasing their attention skills and concentration.

They enjoy and share books from a well-stocked library of appropriate material and become aware of the written word conveying meaning in various play situations too.

Pre-writing skills are developed through the use of paints, pencils, crayons etc. These skills are the foundations of early writing.

5. Early Mathematical Experiences

Play is an effective vehicle for fostering mathematical concepts and developing positive attitudes to mathematics.

Through skilfully planned play activities and engaging in rhymes, songs and stories which have a mathematical element, children are able to explore, experiment and develop concepts such as space, time number, shape, size, pattern, order and relationships. They use their own language to describe and make sense of the mathematical concepts that they come across.

Children are given time and opportunity to explore a variety of materials and consolidate these concepts.

6. World Around Us

Children are helped to understand their world and develop knowledge of it through naturally occurring experiences e.g. holidays, birthdays, seasonal festivals. They explore interest tables of shells, autumnal items, photographs, plants etc.

Through themes and topics, they explore their own history and that of their family and experiences in their lives. They become aware of their community and discuss the geography of it in simple terms.

They use their senses to explore their settings indoors and out.

Visitors to school and educational trips enrich the children's environmental experiences further.

The natural curiosity of young children is harnessed at Nursery, and they are encouraged to investigate and explore their world.

The language of Science & Technology is developed by interaction with adults who plan play activities to promote scientific and interaction and technological concepts e.g. Properties of sand, water, texture, sound, space, how materials behave in various situations.

Seasonal events play a large part in Nursery experience and children learn about the weather changes and seasonal changes. They develop a respect for living things by caring for plants indoors and out, and nursery animals.



Outdoor Learning

We are committed to Outdoor Learning in St. Catherine's and really see the benefits of providing more opportunities for our little children to learn outdoors and consolidate their skills. Children love learning outdoors as well as classrooms!





Dressing in our
“Puddle Suits” for
Learning outdoors!



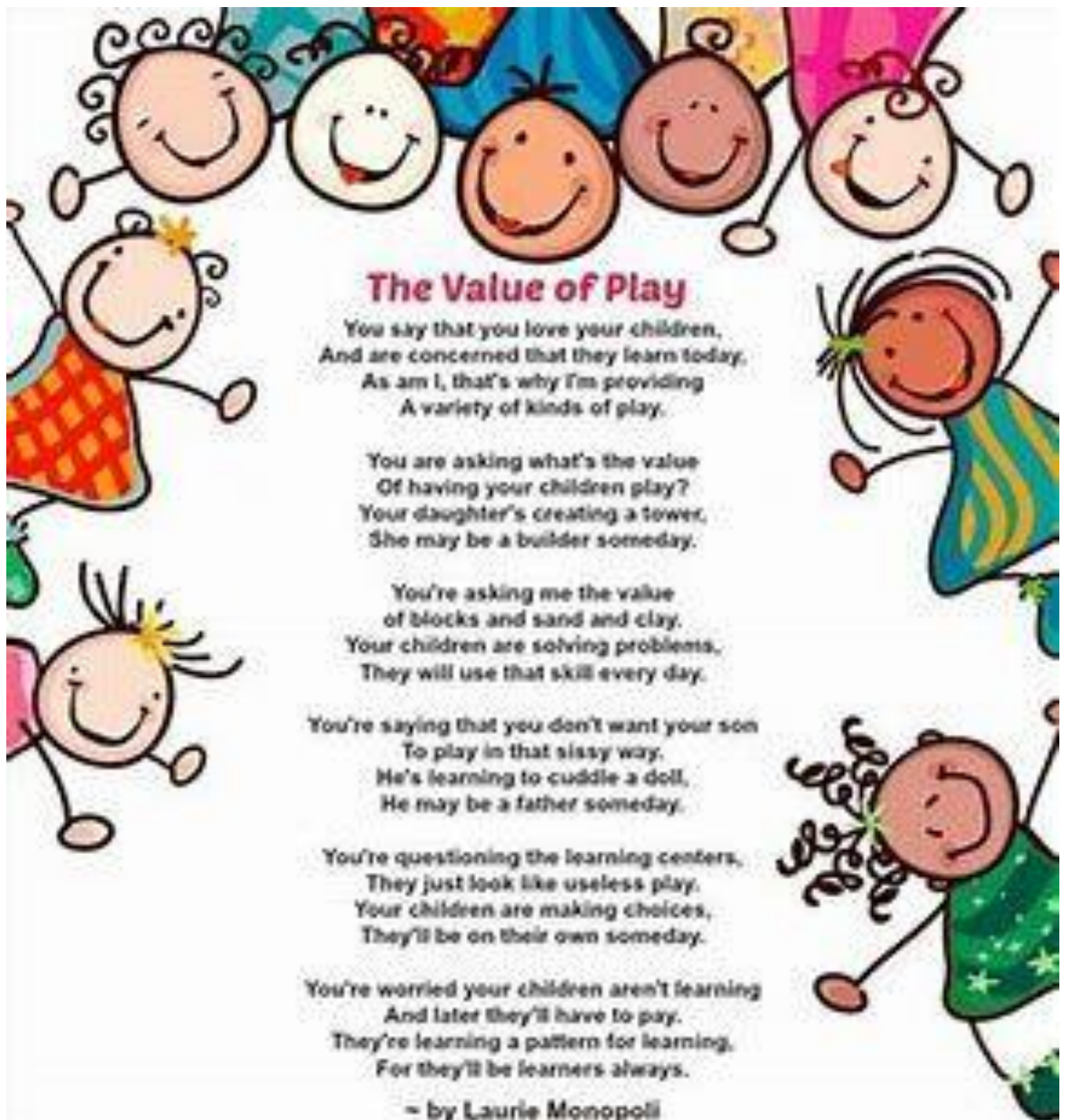












The Value of Play

You say that you love your children,
And are concerned that they learn today,
As am I, that's why I'm providing
A variety of kinds of play.

You are asking what's the value
Of having your children play?
Your daughter's creating a tower,
She may be a builder someday.

You're asking me the value
Of blocks and sand and clay,
Your children are solving problems,
They will use that skill every day.

You're saying that you don't want your son
To play in that sissy way,
He's learning to cuddle a doll,
He may be a father someday.

You're questioning the learning centers,
They just look like useless play,
Your children are making choices,
They'll be on their own someday.

You're worried your children aren't learning
And later they'll have to pay,
They're learning a pattern for learning,
For they'll be learners always.

- by Laurie Monopoli

Meeting the needs of every child

In line with SENDO all staff in St. Catherine's Nursery School believe in an inclusive ethos and that every pupil has an entitlement to develop their full potential while being educated alongside their peers. Educational provision in our pre-school addresses particular learning difficulties/differences/disabilities, as well as facilitating the efficient education for other children with whom they are educated, and also ensuring efficient use of resources.

We provide educational experiences which develop all pupils' achievements and recognise individuality. We value diversity and embrace it to support the learning of all.

As an inclusive school we work towards identifying and minimising the barriers to learning and provide equal opportunities for all. We provide a broad, balanced, relevant and appropriately challenging curriculum suitably differentiated to meet individual needs.

PROVISION, MANAGEMENT AND REVIEW

In line with SENDO this school ensures that every child can access all aspects of school life and provision. The school will be directed by EA in planning accessibility to the school building.

The school offers a continuum of provision to meet the diversity of pupils needs.

The school works closely with EA Educational Psychology Service and various learning support agencies to ensure that each child benefits from the very best educational opportunity.



Our Day

The Nursery day begins at 9.00am and ends at 1.40pm i.e. it is a full Nursery day. Doors open at 9am every morning.

At the beginning of every new school year – we have a “settling in” period to ease the transition into Nursery life. Details of this will be given to all parents when a place is offered.

Our day consists of planned play activities and learning experiences both indoors and outdoors, and may also involve visits away from Nursery and visitors to Nursery as part of a rich programme of learning.

We seek to ensure a healthy attitude to eating. To encourage this, we provide a nutritionally balanced buffet snack each morning.

Staff and children share a hot meal or a packed lunch at lunchtime, each day, within the playroom.

Dinner

All children can eat dinner if they wish to. A dinner menu is available for each child. This dinner is a carefully planned nutritional meal that is freshly made in the school’s kitchen. Dinner costs £2.50 per day. Children may also bring a packed lunch. All staff and children eat together. The current Menu is at the back of this booklet.

Buffet Snack

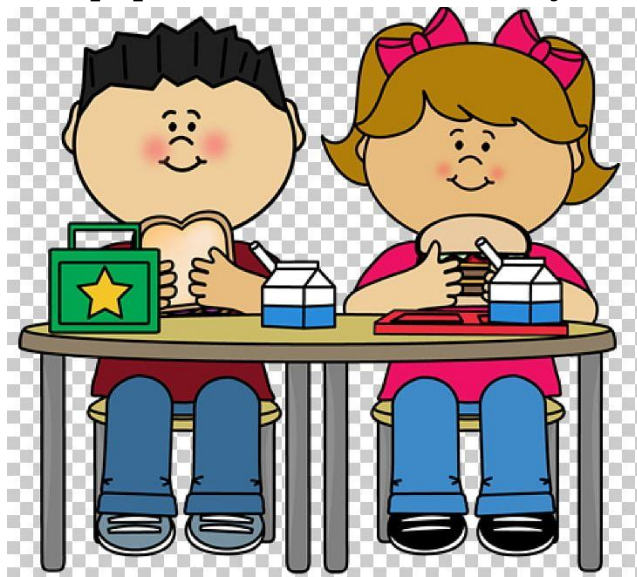
We are a Health Promoting School. To this end we take great care to provide a healthy, well balanced, nutritious buffet snack every day for our children.

Due to financial constraints we do ask our parents for a termly contribution towards this snack.

Snack Food

Bread & Butter
Bread & Butter & Jam
Toast & Butter
Toast & Butter & Jam
½ Bap & Butter
½ Roll & Butter
Pancakes & Butter
Wheaten bread & Butter
Wheaten bread & Butter & Jam
Cereal {Cornflakes, Rice Krispies}
Cream Crackers & Butter
Cream Crackers & Butter & Jam
Biscuits {Digestives, Rich Tea, Nice, Shortbread}

Apples
Oranges
Banana
Pear
Melon
Strawberries
Grapes {Grapes are cut in half for pupils for Health and Safety reasons}
Plum {Stoned Removed}
Tomatoes
Carrot
Dried Fruit/ Mixed Fruit



Behavioural Management

It is our belief that a respect for others and the environment grows out of a positive self-attitude. With this in mind we seek to promote the child's self-image and encourage an attitude of caring for others and the environment. We have a Praise System in our Nursery where children are rewarded for good behaviour, good participation, sharing, use of language, skills development and other aspects of attainment. Our Nursery is linked to the Primary School by participation in the Whole School Harry Potter House Award System.

Whole School Harry Potter House Award System

The Whole School House Rewards System began in **November 2018 for ALL classes throughout the school from Nursery – Year 7.** Our children and parents were consulted regarding the names of the Houses that each child will become a member of and they chose the Four Houses of Harry Potter.

The Rules and Rewards:

House Point Rules:

How to earn points:

1 point:

excellent classwork, super homework, being creative, wonderful practical work, sporting skills, beautiful singing, fantastic problem solving

2 points:

good behaviour, great attitude in school, lovely manners, showing consideration to others, being kind and thoughtful to others in the playground and the canteen, participation in Hymn Practice, full uniform check, participation in events: eg. Feis, Diwali, Chinese Show, Irish Language Show, Nativity and Assemblies.

Special Bonus:

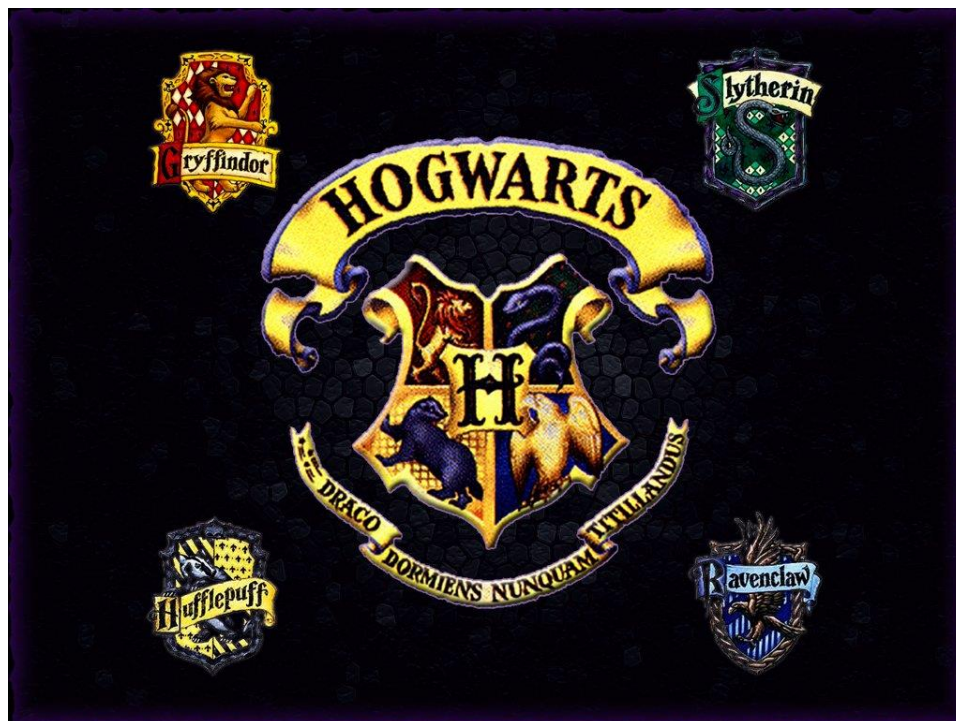
A pupil who does something extra special gains three points for their House!

Prizes:

Each month – Pupils in the 'House' with the most points, in each class, receive a 'Homework Pass.' Or another Praise Reward appropriate to the age of the child.

Each Term - The leading 'House' in each class gets a certificate.

*At the end of the year – the House (throughout the whole school) with the most points wins the '**House Shield**' and each child in that House wins **a medal** and a **Day Trip**!*



Parental Involvement

We believe that parents are very important to the child's learning and play an important role in the quality of learning that takes place whilst the child is at Nursery.

We encourage active involvement of parents in Nursery events and seek to work closely with them to ensure the best possible experience for the child and his/her parents. We formally meet with parents in the Autumn Term to report on how each child is settling in and discuss any concerns. There is also a formal written report to parents in the Summer Term. We also have a Nursery Curriculum Information Session where we invite parents in to our Nursery and the teacher explains the actual teaching that goes on in the Nursery so that Parents can help support this at home with their children. Parents are also sent a termly Nursery Curriculum Newsletter which explains to the parents the topics being taught each term.

There are three KEY Opportunities where we involve parents directly in the Curriculum with our Children.

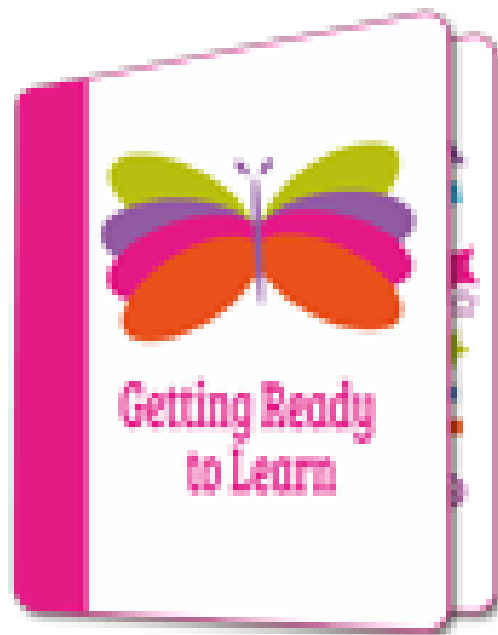
PARENT INVOLVEMENT



1. Getting Ready To Learn Programme

This programme has 4 main components

- Education Works: Parents are provided with information about the Nursery Curriculum with a focus on the importance of Play Based Learning and Speech and Language.
- Happy, Healthy Kids: Parents are encouraged with staff to focus on Healthy Eating and the promotion of the importance of Physical Development...thereby enabling safe/healthy physical play at home and in school
- Ages and Stages: Parents are provided with more information about the stages of development of their child and how best to enhance their learning including the promotion of social skills such as turn taking, cooperating and negotiating.
- Big Bedtime Read: This component has a focus on storytelling, nursery rhymes and including these in the very important bedtime routine for their child.



2. Sunflower Programme

This is an exciting new initiative **based on a Health Improvement Programme used called Schools For Hope. Schools for Hope** is a new curriculum project developed to support Mental Health and Well Being .It is based on research that suggests hope is a teachable skill to all children. Its aim is to equip pupils, educators, and parents with the tools they need to find and maintain **Hope** even during the most trying of times.

The programme is aimed to encourage our wee children (at a young age) to think and talk about their hopes and to help develop their resilience as they journey through early years and onwards into older years and hence on into adulthood. The Sunflower is our sign of HOPE as it is such a resilient flower and parents find out more about this in the first session.

The programme consists of 10 structured workshops which are delivered to the children by the class teachers. **Our parents are asked to join and support our wee children during 4 of these.** The workshops are informal, interactive and so much fun and take place in the Nursery Classrooms. The first 5 workshops take place in Term 1 before Christmas and the last 5 workshops take place in Term 2/3 depending on Easter Holidays.



3. Five To Thrive Programme

We all know that there is nothing more important in the lives of young children than their parents. Recent research proves that how a parent behaves around their baby in the first three years of life has a direct impact on how the baby's brain develops. This is the foundation of how the brain will work as the child grows up and becomes an adult, so if a baby's brain develops healthily they are more likely to be happy and successful as older children and adults.

The Five to Thrive Programme focuses on 5 key points for Healthy Brain development and relationship building.Respond, Cuddle, Relax, Play, Talk.

Surestart Staff who have been specially trained deliver this programme with parents in Nursery.



P.T.F.A.

We really value the support that we get from our Parents, Friends, Past Pupils, Neighbours and Community Members.

We have a very active and supportive P.T.F.A. organisation in our school who work very hard to assist with fundraising and various other events that take place during the school year to enhance the quality of provision for our children and unites us all as a very close family school.

We always welcome new members and actively encourage everyone to feel valued in our wee school community.

Uniform

At St. Catherine's Nursery School, our uniform is designed to promote ease of movement and safety. It is bright, cheerful and encourages freedom of activity and independence.

Our uniform consists of a

1. White polo shirt with the school crest
2. Navy jogging bottoms
3. Royal blue sweatshirt with the school crest on it
4. White/ navy socks and Black Velcro shoes.

Please ensure your child wears appropriate clothing and velcro shoes with your child's name clearly marked.

Our uniform is available from GMG Logos , Orchard Road Industrial Estate , Strabane at a reasonable cost.

Policies

Copies of all our school policies can be accessed on both sites. Personal copies can be obtained on request from our school offices and are available on our school website. Other information can also be obtained on request.

St. Catherine's Nursery and Primary School has a complaints / concerns procedure which will inform parents of how to make a complaint or raise a concern about any matter. Parents can also make an appointment to see the class teacher, Vice Principal or Principal. **It should be noted that all parents are encouraged to speak directly with school staff regarding concerns/ complaints resolution and are strongly discouraged from the improper use of Social Media.**



Child Protection

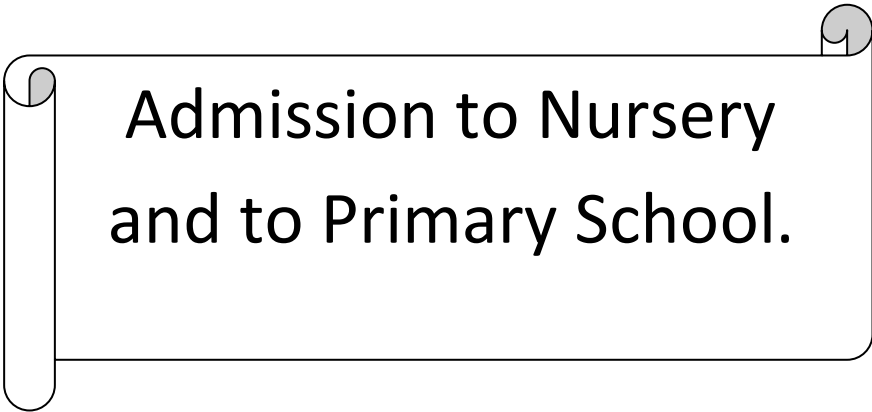
A Child Protection & Safeguarding Policy operates in St. Catherine's Nursery School which aims to protect our pupils by ensuring that everyone who works in our school, teachers, non-teaching staff and volunteers, has clear guidance on the detection and inter-agency management of situations where abuse or neglect of a child may be suspected. The paramount concern of all caring adults must be the welfare and safety of each and every pupil in our school.

The central principle which all staff members support is that every child has the fundamental right to be safe from harm and to have proper care given to their physical, emotional and spiritual well-being. In all cases of suspected child abuse, the action which will be taken in St. Catherine's Primary School is that of informing social services, EA (Education Authority) and CCMS (Catholic Council for Maintained Schools). The school will not be involved in investigating the suspected abuse.

The Designated Teachers for Child Protection in St. Catherine's Primary School are Mrs. Wilders and Miss Doherty. The Deputy Designated Teachers for Child Protection are Mrs. B. Daly and Ms. Y. Mc Gowan. In the Nursery Unit the Designated Teacher is Mrs. T. Mc Corkell and the Deputy Designated Teacher is Mrs. B. Porter. All members of staff and members of the Board of Governors have received training in this area. The Designated Governor for Child Protection and Safeguarding is Mrs. J. Dolan.

It should be noted that information given to members of staff about possible child abuse cannot be held 'in confidence'. In the interests of the child, staff may need to share this information with other professionals. However, only those who need to know will be told.



A decorative scroll graphic with a black outline and a grey shadow, containing the title text.

Admission to Nursery and to Primary School.

Every year we take applications for places into our Nursery and to our Primary School.

The Board of Governors of the school has agreed a set of Admissions Criteria in conjunction with the EA (Education Authority) and DENI (Department of Education for Northern Ireland).

We can admit 52 pupils to our Nursery and 58 pupils (Maximum 60) to our Year 1 Classes in Primary School. Parents apply for a place for their child by completing an ONLINE application form and submitting relevant documentation to the Admissions Clerical Officer (Mrs Clare Kelly) on the Senior Site of our school. It should be noted that “Duty to Verify” documentation should be supplied e.g. child’s birth certificate and proof of address.

The criteria for admission to our Nursery and Primary School is strictly adhered to. We strongly advise parents to read our admissions criteria and if any of the criteria applies please make sure that you indicate this clearly on the application form.

If there are more applications than there are places available we operate a Waiting List. Our Waiting List Policy is supplied in this prospectus.

Nursery Admissions

Criteria

St Catherine's Primary School Nursery Unit
Barrack Street
Strabane
BT82 8HE

Principal: Mrs B Wilders
Chair of Board of Governors: Mrs B Allen

Voluntary Maintained Nursery Unit
Admissions No: 52 (Full-time)
Session Times: 9:10am – 1:40pm

Telephone: 028 7138 2614
Fax: 028 7138 2482
E-mail: bwilders592@c2kni.net

Respective Functions of the Board of Governors and the Principal in relation to admissions.

The Admissions Criteria will be applied by a Selection Panel appointed by the Board of Governors.

The Board of Governors of St Catherine's Primary School have determined that, in the event of there being more applicants than places available, the following criteria will be applied, in the order set down to select children for the available places. Children who are not normally resident in Northern Ireland at the time of their proposed admission will not be considered for places until all children who reside in Northern Ireland have been considered.

Preference will be given to those applications that place St Catherine's PS Nursery Unit as their 1st choice of pre-school provision.

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 under 'Pre-School Admissions'. During the admissions procedure when applying the criteria punctual applications will be considered before late applications are considered.

The application procedure opens on 10 January 2022 at 12noon (GMT) and an application submitted by the closing date of 28 January 2022 at 12noon (GMT) will be treated as a punctual application. An application received after 12noon (GMT) on 28 January 2022 will be treated as a late application.

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

Statutory Criteria

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

Note: Children from 'socially disadvantaged circumstances' means a child whose parent is in receipt of (i) Income Support, or (ii) Income-based Jobseeker's Allowance, or (iii) an award of Income Support which has been converted into an Employment and Support Allowance and the level of benefit remains the same, or (iv) Universal Credit. When parents apply for places for their child on this basis they must provide Benefit Verification to confirm that they are in receipt of a qualifying payment. This should be provided to the Pre-School of first preference and the application procedure for Pre-School will outline how this can be submitted.

Non-Statutory Criteria

- 3 Children born between 2 July 2019 and 1 July 2020 who are considered by the Education Authority as having significant special educational needs which indicate that the child would benefit from nursery education. Documentary evidence must be submitted to the Board of Governors.
- 4 Children born between 2 July 2019 and 1 July 2020 in chronological order of age.

Sub-Criteria

In the event of there being more applicants than places available for the last criterion which can be applied, then selection for the remaining places will be on the basis of the following sub-criteria set out below.

N.B. Children of the family includes brother/sister, half-brother/half-sister, adopted or foster brother/sister living at the same address.

- (a) Children who have a child/children of the family currently enrolled in St Catherine's PS Nursery Unit or St Catherine's Primary School.
- (b) Children who are the eldest/only child in the family.
- (c) Children whose parents/guardians reside in the Parish of Camus.
- (d) Children whose parents/guardians reside in the East Ward.
- (e) Children who normally reside in the North South and West Wards of Strabane (on an equal basis)

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

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

The order was determined in randomised selection of letters. In the event of surnames beginning with the same letter the subsequent letters of the surnames will be used in alphabetical order. In the event of two identical surnames the alphabetical order of the initials of the forenames as per the birth certificate will be used.

It is important that parents/guardians when submitting the application form give all the relevant supporting information and written evidence that may be needed, including the child's birth certificate.

Please ensure, in particular, you read the sub-criteria and include relevant information relating to these criteria. "Parents/Guardians Please Note: If any of the sub-criteria are relevant to your application please write this on your Application Form so that due consideration may be given."

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 2022

The same criteria will be used for admissions after 1 September 2022.

If parents/guardians have any difficulty in completing the application form, or wish for clarification on any aspect of it, they should consult the Principal.

Duty to Verify

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

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

Waiting List Policy

The Waiting List Policy is available directly from the Nursery.

Parents/Guardians should also note that if their child is seeking nursery provision for the 2nd year they MUST reapply.

Waiting List Policy

Waiting List Policy

The Board of Governors of St. Catherine's Nursery and Primary School has decided to operate an automatic waiting list in the event that there are more applications for available places either in the Nursery Unit or in Years 1 to 7 of the Primary School. The arrangements for the operation of the waiting lists are detailed below:

1. Nursery Unit

The Nursery Unit has always been oversubscribed with more applications received than there are places available. After the closing date for applications in January, the published admissions criteria are applied to select those children who are to receive places in September. Letters offering the places are issued by the school in March/April (date determined by Education Authority).

Should a vacancy arise after the issue of placement letters by the school, applications for admission to the Nursery Unit 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. The waiting list will remain in place from the issue of placement letters in March/April until 30 June of the following year.

The school will contact you in writing if your child gets a place in the school by this method. Your child's name will be automatically added to the list. Please contact the school if you wish for your child's name to be removed from the list.

2. Primary School: Years 1 - 7

Should a vacancy arise after the issue of the placement letters by the school for **Year 1** (normally during the month of April – date determined by Education Authority), all applications 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.

Should a vacancy occur at any time in **Years 2 – 7**, applications for admission to that year group 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.

If you have been unsuccessful in securing a place in Years 1 – 7, your child's name will be kept on the waiting list until 30 June of the year in which the child would normally complete their Primary School education (end of Year 7).

The school will contact you in writing if your child gains a place in the school by this method. Your child's name will be automatically added to the list. Please contact the school if you wish for your child's name to be removed from the list.

ONLINE DIGITAL Admission Process

Every year the application process for both NURSERY and YEAR ONE Places must be completed online by parents.

The ONLINE system will open at 12 NOON on Monday 10th JANUARY 2022 and will close at 12 Noon on Friday 28th JANUARY 2021.

The ONLINE link is below www.eani.org.uk (Click on admissions)

We appreciate that this is new to some parents and some parents might find this process a little unnerving. Some parents may apply online with ease, however for any that would like a little extra support and guidance, we have arranged for little “Drop in Sessions” in school so that parents can come in and apply for a place for their child with staff there ready to help and guide in the process.

The times that staff will be available to help are in the table below.

Day /Date	Location	Morning Session	Afternoon Session
Monday 10 th January	Senior School (Barrack Street Site)	9am-10am	1pm-2pm
Tuesday 11 th January	Senior School (Barrack Street Site)	9am-10am	1pm-2pm
Wednesday 12 th January	Senior School (Barrack Street Site)	9am-10am	1pm-2pm
Thursday 13 th January	Senior School (Barrack Street Site)	9am-10am	1pm-2pm
Friday 14 th January	Senior School (Barrack Street Site)	9am-10am	1pm-2pm
Monday 17 th January	Senior School (Barrack Street Site)	9am-10am	1pm-2pm
Tuesday 18 th January	Senior School (Barrack Street Site)	9am-10am	1pm-2pm
Wednesday 19 th January	Senior School (Barrack Street Site)	9am-10am	1pm-2pm

It should be noted that even though Parents make their applications for places ONLINE, they must also bring a paper copy of their PROOF OF ADDRESS and their CHILD's BIRTH CERTIFICATE to their first preference school by 12 Noon on Friday 4th FEBRUARY 2022 at the latest.

What should I do now?

- u **Parents need to set up an email account if you do not already have one**
- u **Check out the Education Authority (EA) website regarding Guidance on applications.....
www.eani.org.uk/digitaladmissions**
- u **Plan for how to complete the application
...perhaps plan to attend a drop in session in school. You can book today by emailing Mrs C Kelly (Admissions Officer on ckelly452@c2kni.net or ring the school to get booked in on 02871 382614 and asking for Mrs Clare Kelly!)**

It should be noted that even though Parents make their applications for places ONLINE, they must also bring

- u **1. A paper copy of their PROOF OF ADDRESS,**
- u **2. CHILD's BIRTH CERTIFICATE**
- u **3. DSS (Confirmation of Income Support)**
to their first preference school by 4th FEBRUARY 2022 before 12 Noon at the latest.

Induction Days to Welcome you and your child when a place has been offered.

When you have received a letter/ email to notify you that your child has been offered a place in our Nursery, please accept the place. Once the place has been accepted we will be in touch with you to arrange an Induction Meeting (in June) to meet with you and your child so that you can meet staff and we can all get to know each other a little better ahead of the September start. Exciting times!!



Sample School Dinner Menu



St Catherine's Nursery 2021/2022

	Monday	Tuesday	Wednesday	Thursday	Friday
Week One Nov 29th Dec 27th Jan 24th Feb 21st Mar 21st	H/M Chicken Bites Green Beans Salad Herb Dice Mashed Potatoes Semolina/ Fruit Crackers & Cheese RMF	Salmon Fish Cakes Peas / Salad Mashed Potatoes Parsley Sauce Flakemeal Biscuits / Fruit Custard (RMF)	Baked Gammon Stuffing & Gravy / Creamed Potatoes Cabbage / Carrots Salad Fruit Salad Artic Roll (H)	Spaghetti Bolognese Scone Topping / Salad Broccoli / Carrots Mashed Potatoes Fruit Muffin / Fruit Custard (H)	O/B Sausages Baked Beans / Carrots Chips Mashed Potatoes Salad Decorated Sponge Fruit & Custard
Week Two Dec 6th Jan 3rd Jan 31st Feb 28th Mar 28th	Chicken Curry Rice Mixed Vegetables Salad Mashed / Baked Potatoes Decorated Mousse Fruit / Ice Cream (H)	Cheese Tomato Pizza Baked Beans / Broccoli Oven Dice / Baby Boiled Potatoes Salad Rice Pudding & Fruit Cheese & Biscuits (RMF)	Roast Meat Dinner Stuffing & Gravy / Salad / Creamed Potatoes Baton Carrots / Cabbage Wholemeal Biscuits / Fruit / Custard (H)	Oven Baked Fish Peas / White Sauce Salad Mashed Potatoes Fruit Muffin / Fruit Custard (RMF)	Home Made Beef Burger & Bap Sweetcorn / Green Beans Salad Chips / Mashed Potatoes Fruit Sponge / Fruit Custard
Week Three Nov 15th Dec 13th Jan 10th Feb 7th Mar 7thApr4t	Oven Baked Chicken Nuggets Carrots / salad Baby Boiled / Mashed Potatoes Jelly / Fruit Ice Cream	Oven Baked Beef Burgers & Onion Gravy Peas / Sweetcorn Herb Dice / Mashed Potatoes / Salad Fruit Cookies / Fruit Custard (H)	Roast Chicken / Turkey Stuffing & Gravy Creamed Potatoes Cabbage / Carrots Salad Fruit Sponge / Fruit Custard (RMF) (H)	Oven Baked Fish Sweetcorn / Peas Mashed Potatoes Salad Date Squares / Fruit Custard (RMF)	Hot Dogs Baked Beans / Carrots Tossed salad / Coleslaw Chips / Mashed Potatoes Wholemeal Biscuits Fruit / Custard
Week Four Nov 22nd Dec 20th Jan 17th Feb 14th Mar 14thApr11	Oven Baked Fish Green Beans / Mixed Vegetables Salad Mashed / Baked Potatoes Fruit Cracknell / Fruit Custard (RMF)	H/M Chicken Bites Broccoli / Carrots Salad Mashed Potatoes Rice Pudding / Fruit Frozen Yoghurt	Roast Beef / Pork Stuffing & Gravy Creamed Potatoes Turnips / Carrots Salad Fruit Crumble / Sponge Fruit / Custard (H)	Beef Burger & Bap Mixed Vegetables Oven Dice / Mashed Potatoes / Salad Fruit Muffins / Fruit Custard (H)	O B Sausages Baked Beans Chips Mashed Potatoes Flakemeal Biscuit / Fruit Custard (RMF)

school food

Try Something New today

www.schoolfoodni.com

Bread, Fresh Fruit, Yoghurt, Milk and Water are available daily.

If you require any additional information on allergens or special diets please contact the school in the first instance.

