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**Regent House School Preschool Department**

**Admissions Criteria**

Should the school be over-subscribed, the following criteria will be applied in order 1-8 to admit children at the beginning of the school year. The same order of priority will apply to any vacancies that become available after the beginning of the school year.

1. Children who currently attend Regent House Preschool
2. Children who apply to attend Preschool on a **full-time basis** (Mon – Fri – 4 hours per day)
3. The age of the child, preference being given to the eldest child.

(in the event of same birth dates, criteria 4 onwards will be applied as required)

1. Children whose \*sibling/s attend Regent House Preparatory Department
2. Children whose \*sibling/s attend Regent House Grammar School

\*(‘Sibling’ is defined as another child of the family to include, for example, half-brothers and sisters, together with children who are adopted or fostered.)

1. \*Eldest or only child in the family

\*(Eldest child covers “only” children as well as twins (or other multiples) who are treated as joint eldest. The eldest child criterion will also apply in the case where a family has not had the opportunity to enrol an elder child, such as in cases where the elder child has completed their primary and post-primary education.)

*Evidence will be required to clarify this - for example a copy of a child benefit letter*

1. Date that both Preschool application and deposit are received by RHS office staff (earliest considered first)
2. In the event that it is not possible to distinguish between applicants using the above criteria 1-7, applicants will be selected for admission on the basis of the initial letter of the surname (as entered on the birth certificate or Court Order) in the order set out below.

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

This order was determined by a randomised selection of letters of the alphabet.

In the event of surnames beginning with the same initial letter, the subsequent letters of the surname will be used in alphabetical order. In the event of two identical surnames the first forename (as entered on the birth certificate or Court Order) of the child will be used for selection using the randomised alphabetical order set out above followed by the remaining letters in normal alphabetical order.

A copy of the child's birth certificate **must be provided** to support the application.

**Parents must ensure they provide the Board of Governors with all relevant information with regard to their application as only information stated on the application will be considered.**

Any queries regarding admissions criteria etc. can be made to the school Monday – Friday 9.00am -3.00pm.