SCOIL NAOMH EOIN BAISTE

19 LIOS PÓIL 93

Polasaí Iontrála Scoil Naomh Eoin Baiste Admission Policy

Garraí na dTor, Lios Póil, Co. Chiarraí V92 CX51
www.scoilliospoil.ie

Uimhir Rolla: 19986H

Pátrún na Scoile: An tEaspag Réamonn de Brún

Réamhrá

Comhlíonann an Polasaí Iontrála seo ceanglais an Achta Oideachais 1998, an Achta Oideachais (Iontráil i Scoileanna) 2018 agus an Achta um Stádas Comhionann 2000. Agus an polasaí seo á dhréachtú, chuaigh Bord Bainistíochta na scoile i gcomhairle le foireann na scoile, le pátrún na scoile agus le tuismitheoirí na leanaí atá ag freastal ar an scoil.

D'fhaomh patrún na scoile an polasaí ar an 12/11/2020. Tá sé foilsithe ar shuíomh gréasáin na scoile agus cuirfear ar fáil i gcóip chrua é d'aon duine a iarrann é.

Tá an líon áiteanna atá á gcur ar fáil chomh maith leis na dátaí agus na hamlínte ábhartha do Pholasaí Iontrála Scoil Naomh Eoin Baiste leagtha amach san **Fhógra maidir le hIontráil Bhliantúil** na scoile a fhoilsítear go bliantúil ar shuíomh gréasáin na scoile seachtain amháin ar a laghad roimh thús phróiséis iontrála don scoilbhliain lena mbaineann.

Ní mór an polasaí seo a léamh i gcomhar leis an bhfógra maidir le hIontráil Bhliantúil na scoile don scoilbhliain lena mbaineann.

Foilsítear an fhoirm iarratais i gcomhair iontrála ar shuíomh gréasáin na scoile agus cuirfear cóip chrua di ar fáil d'aon duine a iarrann é.

Sa chás nach bhfuil an leagan Gaeilge agus an leagan Béarla ag teacht le chéile is ag an leagan Gaeilge a bheidh forlámhas.

Introduction

This Admission Policy complies with the requirements of the Education Act 1998, the Education (Admission to Schools) Act 2018 and the Equal Status Act 2000. In drafting this policy, the board of management of the school has consulted with school staff, the school patron and with parents of children attending the school.

The policy was approved by the school patron on 12/11/2020. It is published on the school's website and will be made available in hardcopy, on request, to any person who requests it.

*The relevant number of places available as well as the dates and timelines for Scoil Naomh Eoin Baiste admission process are set out in the school's **Annual Admission Notice** which is published annually on the school's website at least one week before the commencement of the admission process for the school year concerned.*

***This policy must be read in conjunction with the annual admission notice for the school year concerned**.*

The application form for admission is published on the school's website and will be made available in hardcopy on request to any person who requests it.

Spiorad sainiúil agus cuspóirí ginearálta na scoile/ *Characteristic spirit and general objectives of the school*

Bunscoil náisiúnta Gaeltachta comhoideachais le héiteas Caitliceach faoi phátrúnacht Easpag Chiarraí, an tEaspag Réamonn de Brún, is ea Scoil Naomh Eoin Baiste.

Ethos na Scoile: - Is Scoil Chaitliceach í Scoil Naomh Eoin Baiste. Is é an aidhm atá ag an scoil Chaitliceach seo ná dul chun cinn iomlán an pháiste a fhorbairt i ngach gné ó thaobh; intleachta/fisicúlachta/cultúrtha/móráltachta agus spioradáltahcta, chomh maith le caidreamh beo le Dia agus le daoine eile.

Leanann an scoil seo fealsúnacht saoil atá bunaithe ar Chreideamh i nDia agus beatha/bás/aiséirí ár dTiarna Íosa Críost.

Cuireann an scoil seo Teagasc Críostaí ar fáil do pháistí i gcomhar le teagasc, cleachtas agus traidisiún an Chreidimh Chaitlicigh agus múnlaítear páistí sa Chreideamh Caitliceach.

De réir S.15 (2) (b) den Acht Oideachais 1998, seasfaidh Bord Bainistíochta Scoil Naomh Eoin Baiste le, agus beidh sé freagrach don phátrún as, spiorad sainiúil na scoile de réir na luachanna cultúrtha, oideachasúla, mórálta, reiligiúnda, sóisialta, teangúla agus spioradálta a threoraíonn cuspóirí agus reachtáil na scoile.

Ráiteas Misean: - I Scoil Naomh Eoin Baiste creidimid go bhfuil an fhoghlaim lárnach i saol an linbh. Cuirtear béim ar fhorbairt iomlán an dalta i suíomh scoile atá tarraingteach, suaimhneasach. Táimid aontaithe i bhforbairt scileanna agus cumas gach dalta i dtreo is gur féidir leo feidhmiú go muiníneach sa saol rompu.

Toisc gur scoil Ghaeltachta í Scoil Naomh Eoin Baiste, tá béim ar leith ar an nGaelainn a chothú.

Tacaíonn an scoil leis na prionsabail seo a leanas:

- Cuimsitheacht go háirithe i leith páistí le mí chumas nó riachtanaisí ar leith.
- Comhionannas maidir le bheith rannpháirteach sa scoil.
- Rogha na dtuismitheoirí maidir le clárú a leanbh sa scoil.
- Tabharfar áird ar éagsúlacht traidisiúin, creideamh, gnásanna, nósanna, cultúir éagsúla &rl. agus teangacha, le béim ar leith ar an nGaeilge.

Scoil Naomh Baiste is a is a Catholic co-educational Gaeltacht primary school with a Catholic ethos under the patronage of Bishop Ray Browne.

School Ethos: - Scoil Naomh Eoin Baiste is a Roman Catholic school (which is established in connection with the Minister), which aims at promoting the full and harmonious development of all aspects of the person of the pupil; intellectual, physical, moral and spiritual, including a living relationship with God and with other people.

The school models and promotes a philosophy of life inspired by belief in God and the life, death and resurrection of Jesus Christ.

The Catholic school provides Religious Education for the pupils in accordance with the doctrines, practices and traditions of the Roman Catholic Church and promotes the formation of the pupils in the Catholic Faith.

In accordance with S.15 (2) (b) of the Education Act, 1998 the Board of Management of Scoil Naomh Eoin Baiste shall uphold, and be accountable to the patron for so upholding, the characteristic spirit of the school as determined by the cultural, educational, moral, religious, social, linguistic and spiritual values and traditions which inform and are characteristic of the objectives and conduct of the school.

Because Scoil Naomh Eoin Baiste is a Gaeltacht school, there is a strong emphasis on the promotion of the Irish language.

Within the context and parameters of Department regulations and programmes, the rights of the patron as set out in the Education Act (1998), and the funding and resources available, the school supports the principles of:

- *inclusiveness, particularly with reference to the enrolment of children with a disability or other special educational need;*
- *equality of access and participation in the school;*
- *parental choice in relation to enrolment; and*
- *respect for diversity of values, beliefs, traditions, languages and ways of life in society, with particular emphasis on the Irish language.*

Ráiteas maidir le hIontráil /Admission Statement

Ní dhéanfaidh Scoil Naomh Eoin Baiste idirdhealú maidir le dalta a ligean isteach i scoil ar bhonn aon cheann díobh seo a leanas:

a) inscne an dalta nó an iarratasóra i leith an dalta lena mbaineann,
b) stádas sibhialta an dalta nó an iarratasóra i leith an dalta lena mbaineann,
c) stádas teaghlaigh an dalta nó an iarratasóra i leith an dalta lena mbaineann,
d) gnéaschlaonadh an dalta nó an iarratasóra i leith an dalta lena mbaineann,
e) reiligiún an dalta nó an iarratasóra i leith an dalta lena mbaineann,
f) bunús mhíchumais an dalta nó an iarratasóra i leith an dalta lena mbaineann,
g) cine an dalta nó an iarratasóra i leith an dalta lena mbaineann,
h) dalta nó iarratasóir ó phobal an lucht siúil i leith an dalta lena mbaineann, nó
i) riachtanais speisialta oideachais a bheith ag an dalta nó ag an iarratasóir i leith an dalta lena mbaineann.

De réir Alt 61 (3) den Acht Oideachas 1998, forléireofar 'foras stádais shibhialta', 'foras míchumais', 'leithcheal', 'foras stádas teaghlaigh', 'foras inscne', 'foras cine', 'foras reiligiúin', 'foras gnéaschlaonta' agus 'foras pobail Taistil' de réir alt 3 den Acht um Stádas Comhionann 2000.

Comhoibreoidh **Scoil Naomh Eoin Baiste** leis an CNOS/NCSE i gcomhlíonadh feidhmeanna na Comhairle faoin Acht um Oideachas do Dhaoine a bhfuil Riachtanais Speisialta Oideachais Acu, 2004 maidr le soláthar oideachais do leanaí a bhfuil riachtanais speisialta oideachais acu, lena n-áirítear soláthar agus feidhmiú rang nó ranganna speisialta nuair a iarrann an Chomhairle a leithéid.

Comhlíonfaidh **Scoil Naomh Eoin Baiste** le haon ordúchán a sheirbheálfar ar an mbord nó ar an bpátrún faoi alt 37A agus 67(4)(b).

Is scoil í Scoil Naomh Eoin Baiste arb é an cuspóir atá aici oideachas a sholáthar i dtimpeallacht a chuireann luachanna reiligiúnacha áirithe chun cinn agus ní dhéanann sí idirdhealú i gcás ina dtugann sí cead isteach do dhalta nach Caitliceach é/í.

Nóta do Thuismitheoirí: foclaíocht thuasluaite sainordaithe ag an Acht Oideachais (Iontráil ar Scoileanna) 2018.

Scoil Naomh Eoin Baiste will not discriminate in its admission of a student to the school on any of the following:

(a) the gender ground of the student or the applicant in respect of the student concerned,
(b) the civil status ground of the student or the applicant in respect of the student concerned,
(c) the family status ground of the student or the applicant in respect of the student concerned,
(d) the sexual orientation ground of the student or the applicant in respect of the student concerned,
(e) the religion ground of the student or the applicant in respect of the student concerned,
(f) the disability ground of the student or the applicant in respect of the student concerned,
(g) the ground of race of the student or the applicant in respect of the student concerned,
(h) the Traveller community ground of the student or the applicant in respect of the student concerned, or
(i) the ground that the student or the applicant in respect of the student concerned has special educational needs

As per section 61 (3) of the Education Act 1998, 'civil status ground', 'disability ground', 'discriminate', 'family status ground', 'gender ground', 'ground of race', 'religion ground', 'sexual orientation ground' and 'Traveller community ground' shall be construed in accordance with section 3 of the Equal Status Act 2000.

***Scoil Naomh Eoin Baiste** will cooperate with the NCSE in the performance by the Council of its functions under the Education for Persons with Special Educational Needs Act 2004 in relation to the provision of education to children with special educational needs, including in particular by the provision and operation of a special class or classes when requested to do so by the Council.*

***Scoil Naomh Eoin Baiste** will comply with any direction served on the board or the patron under section 37A and 67(4)(b).*

Scoil Naomh Eoin Baiste is a school whose objective is to provide education in an environment which promotes certain religious values and does not discriminate where it refuses to admit as a student a person who is not of the Catholic faith and it is proved that the refusal is essential to maintain the ethos of the school.

Note for Parents: the inclusion of the above wording was mandated by the Education (Admission to Schools) Act 2018

Rialacha Iontrála/Admission of Students

Glacfaidh an scoil seo le gach dalta atá ag lorg iontrála ach amháin sna cásanna a leanas –

a. i gcás ina bhfuil ró-éileamh ar an scoil (féach thíos le haghaidh tuilleadh sonraí – Ró-Iarratas)

b. i gcás go dteipeann ar thuismitheoir dalta, nuair a éilíonn an príomhoide é de réir alt 23(4) den Acht Oideachais (Leas) 2000, a dhearbhú i scríbhinn go bhfuil Cód Iompair na scoile inghlactha dó nó di agus go ndéanfaidh sé nó sí gach iarracht réasúnach lena chinntiú go gcomhlíonfaidh an dalta an cód sin

This school shall admit each student seeking admission except where –

a) *the school is oversubscribed (please see below for further details - Oversubscription)*

b) *a parent of a student, when required by the principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student*

Is scoil Chaitliceach í Scoil Naomh Eoin Baiste agus féadfaidh sí diúltú glacadh le duine nach dalta den gCreideamh Chaitliceach é/í sa chás go gcruthaítear go bhfuil an diúltú riachtanach chun éiteas na scoile a choiméad.

Nóta do Thuismitheoirí: foclaíocht thuasluaite sainordaithe ag an Acht Oideachais (Iontráil ar Scoileanna) 2018.

Tá sé de dhualgas ar thuismitheoirí a roghnaíonn Scoil Náisiúnta Naomh Eoin Baiste dá leanaí iad a chlárú i dtús an 2ú téarma ach sa chás go dtagann teaghlach chun cónaithe san áit taréis an dáta sin.

Beidh Fógra Bliantúil Iontrála foilsithe ar shuíomh idirlíne na scoile seachtain amháin ar a laghad, sula dtosnaíonn an scoil ag glacadh le h-iarratais iontrála. Beidh fógra i Nuachtlitir an Pharóiste chomh maith. Tá Foirm Iarratais Iontrála ar leith ag an scoil. Is féidir cóip a fháil ó Rúnaí na Scoile. Ní mhór an fhoirm seo a bheith chomhlíonta laistigh den amlíne atá luaite san fhógra.

Usáidfear seoladh baile an iontrálaí mar sheoladh chomhfhreagrais scoile.

Parents who wish to enrol their children in Junior Infants will be required to do so during the second term with the exception of families who move into the area after that date.

An Annual Admission Notice will be published on the school's website a minimum of one week prior to the acceptance of applications for admission. A notice will also appear in the Parish Newsletter. The school has a specific application form. A copy of this form may be obtained by contacting the school secretary. The completed application form must be returned to the school within the timeline specified in the admission notice.

The address at which the applicant resides will be the address used by the school for correspondence regarding enrolment.

Scoil Naomh Eoin Baiste is a Catholic school and may refuse to admit as a student a person who is not of the Catholic faith where it is proved that the refusal is essential to maintain the ethos of the school.

Note for Parents: the inclusion of the above wording was mandated by the Education (Admission to Schools) Act 2018.

Ró-iarratas/Oversubscription

Sa chás go bhfuil ró-éileamh ar an scoil, déanfaidh an scoil na critéir roghnaithe a leanas a chur i bhfeidhm agus cinneadh a dhéanamh acu maidir le h-iontráil scoile, san ord ina bhfuil siad thíos maidir leis na hiarratais a fhaightear laistigh den amlíne chun iarratais a fháil mar atá leagtha amach i bhFógra Iontrála na scoile agus na hiarratais ar chead isteach á gcinneadh aici.

In the event that the school is oversubscribed, the school will, when deciding on applications for admission, apply the following selection criteria in the order listed below to those applications that are received within the timeline for receipt of applications as set out in the school's annual admission notice.

I gcás go mbíonn níos mó iarratataisí ná áiteanna ar fáil, úsáidfear na critéir seo a leanas chun tús áite a thabhairt do leanaí:

1. Iarrthóirí le deartháireacha/deirfiúracha cláraithe sa scoil
2. Leanaí atá ina gcónaí sa pharóiste
3. Leanaí le baill foirne na scoile
4. Roghnú randamach (Cinntithe go neamhspléach)

In the event that applications for enrolment exceed/is expected to exceed the number of places available the following decision making process will apply:

1. *Applicants with siblings currently enrolled in the school (including stepsiblings, resident at the same address), priority eldest;*
2. *Children residing in the parish, priority eldest;*
3. *Children of staff members, priority eldest;*
4. *Random selection (independently verified).*

Leanann an Bord Bainistíochta Rialacha do Bhunscoileanna na Roinne maidir le haois an linbh. Ní mhór do leanbh bheith 4 mbliana d'aois ar an 31 Lúnasa den bhliain a thosnaíonn siad i Scoil Naomh Eoin Baiste, ach ní chaithfidh siad freastal ar an scoil go dtí go mbíonn siad 6 mbliana d'aois. Caithfidh daltaí atá ag iarraidh iontráil a dhéanamh i Scoil Naomh Eoin Baiste a bheith 4 mbliana d'aois roimh/ar an 31ú Lúnasa den mbliain atá siad ag tosnú ar scoil.

The Board is bound by the Department of Education and Skills Rules for National Schools which provides that pupils may only be enrolled from the age of 4 years and upwards, though compulsory attendance does not apply until the age of 6 years. Children applying to enrol in Scoil Naomh Eoin Baiste must have reached the age of 4 years by August 31st of the year they will commence school.

Is faoin mBord Bainistíochta a bheidh an cinneadh an t-uasmhéid páistí a bheidh i ngach seomra ranga agus an dáileadh a dhéanfar ar an bhfoireann teagaisc a shocrú (ag cloí le treoracha na Roinne Oideachais agus Scileanna). Gnéithe eile a d'fhéadfadh a bheith san áireamh ná: -

- Toirt agus spás sna seomraí ranga
- Riachtanaisí oideachais an linbh
- Ranganna il-ghrádacha
- Daltaí le riachtanaisí oideachais agus iompair
- Sláinte agus Sábháilteacht

The Board of Management reserves the right to determine the maximum number of children in each separate classroom bearing in mind Department and Education Guidelines in relation to class size and staffing provisions. Other factors that may be considered are:

- *Size and available space in classrooms.*

- *Educational needs of children of a particular age.*
- *Multi-grade classes.*
- *Presence of children with special educational/behavioural needs.*
- *Health and Safety.*

An méid nach mbreithneofar ná nach gcuirfear san áireamh /What will not be considered or taken into account

De réir alt 62(7)(e) den Acht Oideachais 1998, ní dhéanfaidh an scoil aon cheann díobh seo a leanas a bhreithniú ná a chur san áireamh agus cinneadh á dhéánamh maidir le iarratais ar chead isteach nó nuair a bhíonn dalta á c(h)ur ar liosta feithimh le haghaidh iontrála sa scoil:

a) freastal roimh ré ag dalta ar réamhscoil nó ar sheirbhís réamhscoile, lena n-áirítear naíonraí,
b) íocaíocht táillí nó ranníocaíochtaí (cibé slí a dtuairiscítear é) leis an scoil;cumas, scileanna nó inniúlacht acadúil an dalta seachas de réir fhorálacha alt 62(9) den Acht
c) gairm, stádas airgeadais, cumas acadúil, scileanna nó inniúlacht tuismitheoirí dalta;
d) ceanglas go bhfreastalóidh dalta, nó a t(h)uismitheoirí ar agallamh, lá oscailte nó cruinniú eile mar choinníoll iontrála;
e) ceangal dalta leis an scoil de bhua duine dá t(h)eaghlach nó dá teaghlach ag freastal ar an scoil nó a bhí ag freastal ar an scoil roimhe sin;
f) an dáta agus an t-am ar ghlac an scoil le hiarratas iontrála.

Tá sé sin faoi réir an iarratais a bheith faighte ag am ar bith le linn na tréimhse a shonraítear chun iarratais a fháil mar atá leagtha amach i bhfógra iontrála bliantúil na scoile don scoilbhliain lena mbaineann.

In accordance with section 62(7) (e) of the Education Act, the school will not consider or take into account any of the following in deciding on applications for admission or when placing a student on a waiting list for admission to the school:

a) a student's prior attendance at a pre-school or pre-school service, including naíonraí
b) the payment of fees or contributions (howsoever described) to the school;
c) a student's academic ability, skills or aptitude;
d) the occupation, financial status, academic ability, skills or aptitude of a student's parents'
e) a requirement that a student, or his or her parents, attend an interview, open day or other meeting as a condition of admission;
f) a student's connection to the school by virtue of a member of his or her family attending or having previously attended the school; (other than in the case of siblings currently attending)
g) the date and time on which an application for admission was received by the school.

This is subject to the application being received at any time during the period specified for receiving applications set out in the annual admission notice of the school for the school year concerned.

Cinntí ar iarratais/Decisions on applications

Beidh na cinntí go léir maidir le hiarratais ar iontráil chuig Scoil Naomh Eoin Baiste bunaithe ar na nithe a leanas:

1. Polasaí iontrála na scoile
2. Fógra iontrála bliantúil na scoile (nuair is cuí);
3. An fhaisnéis a chuir an t-iarratasóir ar fáil i bhfoirm iarratais oifigiúil na scoile agus a fuarthas le linn na tréimhse atá sonraithe inár bhfógra iontrála bliantúil chun glacadh le h-iarrataisí.

Ní úsáidfear critéir roghnúcháin nach n-áirítear inár bpolasaí iontrála scoile chun cinneadh a dhéanamh maidir le hiarratas ar áit inár scoil.

All decisions on applications for admission to Scoil Naomh Eoin Baiste will be based on the following:

1. *Our school's admission policy*
2. *The school's annual admission notice (where applicable)*
3. *The information provided by the applicant in the school's official application form received during the period specified in our annual admission notice for receiving applications*

Selection criteria that are not included in our school admission policy will not be used to make a decision on an application for a place in our school.

Cinntí a chur in iúl d'iarratasóirí/Notifying applicants of decisions

Cuirfear iarratasóirí ar an eolas i ríomhphost/ scríbhinn maidir le cinneadh na scoile, laistigh den amlíne atá leagtha amach san Fhógra Bliantúil Iontrála.

Mura ndéanfar áit a thairiscint do dhalta inár scoil, cuirfear na cúiseanna nár tairgeadh áit dó nó di ar fáil i scríbhinn don iarratasóir, lena n-áirítear, nuair is infheidhme, sonraí maidir le rangú an dalta i gcoinne na gcritéar roghnúcháin agus na sonraí faoi áit an dalta ar an liosta feithimh don scoilbhliain lena mbaineann.

Cuirfear iarratasóirí ar an eolas faoin gceart chun athbhreithniú/ceart achomhairc a lorg maidir le cinneadh na scoile (féach an rannóg chuí thíos le haghaidh tuilleadh sonraí).

Applicants will be informed in writing as to the decision of the school, within the timeline outlined in the annual admissions notice.

If a student is not offered a place in our school, the reasons why they were not offered a place will be communicated in writing to the applicant, including, where applicable, details of the student's ranking against the selection criteria and details of the student's place on the waiting list for the school year concerned.

Applicants will be informed of the right to seek a review/right of appeal of the school's decision (see relevant section below for further details)

Glacadh le tairiscint áite ag iarratasóir/Acceptance of an offer of a place by an applicant

Agus tairiscint iontrála á ghlacadh agat ó Scoil Naomh Eoin Baiste, ní mór duit an méid a leanas a léiriú:

(i) cé acu an bhfuil nó nach bhfuil glactha agat le tairiscint iontrála do scoil nó do scoileanna eile. Má ghlac tú le tairiscint den tsórt sin, ní mór duit sonraí na tairisceana nó na dtairiscintí lena mbaineann a chur ar fáil freisin.
(ii) cé acu an bhfuil iarratas déanta agat ar thairiscint iontrála ó scoil nó ó scoileanna eile nó cé acu an bhfuil tú ag feitheamh lena dheimhniú, agus má tá, ní mór duit sonraí na scoile nó na scoileanna eile lena mbaineann a sholáthar.

In accepting an offer of admission from Scoil Naomh Eoin Baiste, you must indicate:

(i) whether or not you have accepted an offer of admission for another school or schools. If you have accepted such an offer, you must also provide details of the offer or offers concerned and
(ii) whether or not you have applied for and awaiting confirmation of an offer of admission from another school or schools, and if so, you must provide details of the other school or schools concerned

Cúinsí nach féidir tairiscintí a dhéanamh nó ar féidir tairscint a tharraingt siar dá mbarr/Circumstances in which offers may not be made or may be withdrawn.

Ní féidir le Scoil Naomh Eoin Baiste tairiscint iontrála a dhéanamh, nó is féidir tairscint a tharraingt siar, sna cásanna a leanas:

a) déantar amach go bhfuil an fhaisnéis atá san iarratas bréagach nó míthreorach.
b) teipeann ar iarratasóir glacadh le tairiscint iontrála ar nó roimh an dáta atá leagtha amach i bhFógra Iontrála Bliantúil na scoile.
c) má theipeann ar thuismitheoir dalta, nuair a éilíonn an príomhoide é de réir alt 23(4) den Acht Oideachais (Leas) 2000, a dhearbhú i scríbhinn go bhfuil Cód Iompair na scoile inghlactha dó nó di agus go ndéanfaidh sé nó sí gach iarracht réasúnach lena chinntiú go gcomhlíonfaidh an dalta an cód sin; nó
d) teipeann ar iarratasóir riachtanais a chomhlíonadh chun 'glacadh le tairiscint' mar atá leagtha amach sa rannóg chuí thuas.

An offer of admission may not be made or may be withdrawn by Scoil Naomh Eoin Baiste where:

a) it is established that information contained in the application is false or misleading.
b) an applicant fails to confirm acceptance of an offer of admission on or before the date set out in the annual admission notice of the school.
c) the parent of a student, when required by the principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the

school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student; or

d) *an applicant has failed to comply with the requirements of 'acceptance of an offer' as set out in the relevant section above.*

Sonraí a roinnt le scoileanna eile/Sharing of Data with other schools

Ba chóir d'iarratasóirí a bheith feasach go gceadaítear le hAlt 66(6) den Acht Oideachais (Iontráil Scoileanna), 2018 comhroinnt sonraí idir scoileanna d'fhonn iontráil éifeachtach daltaí a éascú.

Tá sé ceadaithe ag scoil, de réir Alt 66(6) liosta de na daltaí a sholáthar do phatrún nó do Bhord Bainistíochta eile -

(1) Go bhfuil iarratas iontrála faighte ag an scoil
(2) Go bhfuil tairiscint iontrála déanta ag an scoil, nó
(3) Go bhfuil glactha le tairiscint iontrála sa scoil

D'fhéadfadh na sonraí a leanas a bheith i gceist: -

(1) An dáta a fuair an scoil an t-iarratas iontrála
(2) An dáta a dhein an scoil tairiscint iontrála
(3) An dáta a glacadh le tairiscint iontrála don scoil
(4) Sonraí pearsanta an dalta mar shampla, ainm, dáta breithe, seoladh, uimhir phearsanta seirbhísí poiblí (de réir alt 262, an tAcht Leasa Shóisialaigh (Comhdhlúthú) 2005)

Applicants should be aware that section 66(6) of the Education (Admission to Schools) Act 2018 allows for the sharing of certain information between schools in order to facilitate the efficient admission of students.

Section 66(6) allows a school to provide a patron or another board of management with a list of the students in relation to whom—

(i) an application for admission to the school has been received,
(ii) an offer of admission to the school has been made, or
(iii) an offer of admission to the school has been accepted.

The list may include any or all of the following:

(i) the date on which an application for admission was received by the school;
(ii) the date on which an offer of admission was made by the school;
(iii) the date on which an offer of admission was accepted by an applicant;
(iv) a student's personal details including his or her name, address, date of birth and personal public service number (within the meaning of section 262 of the Social Welfare (Consolidation) Act 2005).

Liosta feithimh i gcás ró-iarratais/Waiting list in thet event of oversubscription

I gcás go mbeidh níos mó iarratas ar an scoilbhliain lena mbaineann ná na háiteanna atá ar fáil, cuirfear le chéile liosta feithimh de dhaltaí nár éirigh lena n-iarratas ar iontráil chuig Scoil Naomh Eoin Baiste mar gheall ar ró-éileamh ar an scoil agus seasóidh an liosta feithimh don scoilbhliain ina bhfuil iontráil á lorg.

Tá socrúchán ar liosta feithimh Scoil Naomh Eoin Baiste san ord tosaíochta a thabharfar d'iarratais na ndaltaí tar éis don scoil na critéir roghnúcháin a chur i bhfeidhm de réir an pholasaí iontrála seo.

Má bhíonn folúntas ann, déanfar tairiscint dóibh siúd atá ag lorg áit don scoilbhliain sin nó le linn na scoilbhliana sin, do dhaltaí atá ar liosta feithimh agus de réir an oird tosaíochta ar cuireadh na daltaí ar an liosta.

In the event of there being more applications to the school year concerned than places available, a waiting list of students whose applications for admission to Scoil Naomh Eoin Baiste were unsuccessful due to the school being oversubscribed will be compiled and will remain valid for the school year in which admission is being sought.

Placement on the waiting list of Scoil Naomh Eoin Baiste is in the order of priority assigned to the students' applications after the school has applied the selection criteria in accordance with this admission policy.

Applicants whose applications are received after the closing date, outlined in the Annual Admission Notice, will be placed at the end of the waiting list in order of the date of receipt of the application.

Offers of any subsequent places that become available for and during the school year in relation to which admission is being sought will be made to those students on the waiting list, in accordance with the order of priority in relation to which the students have been placed on the list.

Iarratais Dhéanacha/Late applications

Breithneofar agus déanfar cinneadh ar gach iarratas ar chead isteach a fhaightear tar éis an dáta deiridh mar atá leagtha amach san fhógra iontrála bliantúil de réir pholasaí iontrála ár scoile, de réir an Achta um Iontrálacha Scoile 2018 agus de réir aon rialacháin a deineadh faoin Acht sin.

Má tá iarrataisí déanach cuirfear na h-iarratasóirí ar an eolas laistigh de thrí seachtaine ón uair a fhaigheann an scoil an t-iarratas. Má tá spás ann déanfar áit a thairiscint dóibh. Sa chás nach mbeidh spás ar fáil, cuirfear an t-iarratasóir ar an liosta feithimh.

All applications for admission received after the closing date as outlined in the annual admission notice will be considered and decided upon in accordance with our school's admissions policy, the Education Admissions to School Act 2018 and any regulations made under that Act.

Late applicants will be notified of the decision in respect of their application no later than three weeks after the date on which the school received the application. Late applicants will be offered a place if there is place available. In the event that there is no place available, the name of the applicant will be added to the waiting list as set out in Section 13.

Nósanna imeachta maidir le h-Iontráil i mblianta eile agus le linn na scoilbhliana/ Procedures for admission of students to other years and during the school year

Seo a leanas nósanna imeachta na scoile maidir le daltaí a ligean isteach i ranganna eile seachas Naíonáin Bheaga agus i rith na scoilbhliana.

Ní ghlacann an scoil le clárúcháin sealadach. I gcás go bhfuil iontrálaí díreach tar éis bogadh isteach sa cheantar, féachfar ar an gcás aonair sin ag cloí le Polasaí Iontrála na scoile.

Is gá do thuismitheoirí/caomhnóirí ar mian leo iarratas a dhéanamh ar áit in aon rang seachas Naíonáin Shóisearacha litir iarratais a scríobh chuig Cathaoirleach an Bhoird Bainistíochta. Is é an Bord Bainistíochta a dhéanfaidh an cinneadh páistí a ghlacadh in aon rang eile. Má glactar le h-aistriúcháin cuirfidh an príomhoide in iúl don scoil eile é agus iarrfar orthu an leanbh sin a bhaint den rolla.

The following are the procedures for admission of students to classes other than Junior Infants and also during the school year.

Temporary enrolments are not accepted. If a family moves into the area each individual case will be reviewed in line with the school's enrolment policy.

If a parent/guardian seeks to transfer a child from another school, they will need to apply to the Board of Management to do so. If their application to transfer is accepted, the Principal of their former school will be notified to remove the child from the roll of that school. They can then be registered in Scoil Naomh Eoin Baiste.

Dearbhú gan táillí a ghearradh/ Declaration in relation to the non-charging of fees

Ní ghearrfaidh Bord Bainistíochta Scoil Naomh Eoin Baiste, ná aon duine a ghníomhaíonn thar a ceann, táillí ar íocaíocht ná ní loirgeofar íocaíocht ná ranníocaíocht (cibé slí a dtuairiscítear) mar choinníoll de -

a) iarratas ar dhalta a ligean isteach sa scoil, nó
b) iontráil nó clárú leanúnach dalta sa scoil.

The Board of Management of Scoil Naomh Eoin Baiste, or any persons acting on its behalf will not charge fees for or seek payment or contributions (howsoever described) as a condition of-

(a) an application for admission of a student to the school, or
(b) the admission or continued enrolment of a student in the school.

Socruithe maidir le daltaí nach bhfreastalaíonn ar theagasc Críostaí /Arrangements regarding students not attending religious instruction

Éiteas na scoile: - Tá éiteas Chaitliceach ag Scoil Naomh Eoin Baiste agus fáiltimid roimh gach leanbh.

Seo a leanas na socraithe do thuismitheoirí/caomhnóirí gur mian leo go bhfreastalódh a bpáiste ar an scoil, ach nach bhfreastalóidís ar ranganna Teagasc Chríostaí. Ní bheidh laghdú ar lá scoile na ndaltaí de bharr na socraithe seo: -

Beidh ar thuismitheoirí/caomhnóirí dul i dteangmháil i scríbhinn leis an bPríomhoide. Tionólfar cruinniú le tuismitheoirí/caomhnóirí chun a gcás a phlé agus conas a dhéanfaidh an scoil freastal ar an leanbh. Beidh cead ag daltaí nach bhfuil ag freastal ar theagasc Críostaí fanacht sa rang. Déanfaidh an páiste obair atá leagtha amach ag an múinteoir, nó obair atá curtha ar fáil ag an dtuismitheoir/caomhnóir.

School ethos: - Scoil Naomh Eoin Baiste is a Catholic School and we welcome all children.

The following are the school's arrangements for students where parents/guardians requested that the student attend the school, but would be excluded from attending religious instruction. These arrangements will not result in a reduction of the school day for such students: -

A written request should be made to the Principal of the School. A meeting will then be arranged with the parents/guardians to discuss how the request may be accommodated by the school. Children who are not attending religious instruction may stay in their class. They will do work assigned by the teacher or by their parents/guardians during this time.

Athbhreithniú ar chinntí an Bhord Bainistíochta/Review of Board of Management decisions

Féadfaidh tuismitheoir le dalta a iarraidh ar an mBord Bainistíochta athbhreithniú a dhéanamh ar an gcinneadh áit sa scoil a dhiúltú. Ní mór iarratais den tsórt sin a dhéanamh de réir Alt 29C den Acht Oideachais 1998.

Tá an t-amlíne ina gcaithfear athbhreithniú den tsórt sin a lorg agus na ceanglais eile a bhaineann leis leagtha amach sna nósanna imeachta socraithe ag an Aire faoi alt 29B den Acht Oideachais 1998 atá foilsithe ar shuíomh gréasáin na Roinne Oideachais agus Scileanna.

Déanfaidh an Bord athbhreithnithe den tsórt sin de réir na nósanna imeachta a rialaotar faoi Alt 29B i gcomhair le Alt 29C den Acht Oideachais 1998.

Tabhair faoi deara: Sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar ró-éileamh ar áiteanna sa scoil, ní mór don iarratasóir a iarraidh ar an mbord bainistíochta **athbhreithniú a dhéanamh ar an gcinneadh** sin sula ndéanfar achomharc faoi alt 29 den Acht Oideachais 1998.

Sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar chúis seachas ró-éileamh ar áiteanna sa scoil, féadfaidh an t-iarratasóir a iarraidh ar an mbord bainistíochta **athbhreithniú a dhéanamh ar an gcinneadh** sin sula ndéanfar achomharc faoi alt 29 den Acht Oideachais 1998.

The parents/guardians of the student, may request the board to review a decision to refuse admission. Such requests must be made in accordance with Section 29C of the Education Act 1998.

The timeline within which such a review must be requested and the other requirements applicable to such reviews are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

The board will conduct such reviews in accordance with the requirements of the procedures determined under Section 29B and with section 29C of the Education Act 1998.

Note: *Where an applicant has been refused admission due to the school being oversubscribed, the applicant* ***must request a review*** *of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998.*

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant ***may request a review*** *of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998.*

Ceart achomhairc/Right of appeal

Faoi Alt 29 den Acht Oideachais 1998, féadfaidh tuismitheoir le dalta achomharc a dhéanamh ar chinneadh na scoile áit sa scoil a dhiúltú.

Is féidir achomharc a dhéanamh faoi Alt 29 (1)(c)(i) den Acht Oideachais 1998 sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar ró-éileamh ar áiteanna sa scoil.

Is féidir achomharc a dhéanamh faoi Alt 29 (1)(c)(i) den Acht Oideachais 1998 sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar chúis eile seachas ró-éileamh ar áiteanna sa scoil.

Sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar ró-éileamh ar áiteanna sa scoil, **ní mór** don iarratasóir iarraidh ar an mbord bainistíochta **athbhreithniú a dhéanamh ar an gcinneadh** sin **sula ndéanfar achomharc** faoi alt 29 den Acht Oideachais 1998. (féach Athbhreithniú ar chinntí an Bhord Bainistíochta)

Sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar chás eile seachas ró-éileamh ar áiteanna sa scoil, féadfaidh an t-iarratasóra a iarraidh ar an mBord Bainistíochta **athbhreithniú a dhéanamh ar an gcinneadh** sin sula ndéanfar achomharc faoi alt 29 den Acht Oideachais 1998. (féach Athbhreithniú ar chinntí an Bhord Bainistíochta)

Déanfar achomharc faoi Alt 29 den Acht Oideachais 1998 a mheas agus a shocrú ag coiste neamhspleách achomhairc atá ceaptha ag an Aire Oideachais agus Scileanna.

Tá an t-amlíne ina gcaithfear achomharc den tsórt sin a lorg agus na ceanglais eile a bhaineann leis, leagtha amach sna nósanna imeachta socraithe ag an Aire faoi alt 29B den Acht Oideachais 1998 atá foilsithe ar shuíomh gréasáin na Roinne Oideachais agus Scileanna.

Under Section 29 of the Education Act 1998, the parents/guardians of the student, may appeal a decision of this school to refuse admission.

An appeal may be made under Section 29 (1) (c) (i) of the Education Act 1998 where the refusal to admit was due to the school being oversubscribed.

An appeal may be made under Section 29 (1) (c) (ii) of the Education Act 1998 where the refusal to admit was due a reason other than the school being oversubscribed.

Where an applicant has been refused admission due to the school being oversubscribed, the applicant ***must request a review*** *of that decision by the board of management* ***prior to making an appeal*** *under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)*

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant ***may request a review*** *of that decision by the board of management*

prior to making an appeal under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Appeals under Section 29 of the Education Act 1998 will be considered and determined by an independent appeals committee appointed by the Minister for Education and Skills.

The timeline within which such an appeal must be made and the other requirements applicable to such appeals are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

Dhein an Bord Bainistíochta athbhreithniú ar an bpolasaí ar an 15/10/2020

(This policy was reviewed by the Board of Management 10/2020)

Dhein an Bord Bainistíochta athbhreithniú ar an bpolasaí ar an 29/11/2022

(This policy was reviewed by the Board of Management on 29/11/2022)

Sínithe: _________________________________ __________ Dáta: ____________________

Cathaoirleach, Bord Bainistíochta *(Chairperson, Board of Management)*

Faomhadh an Phatrúin

Dhein Oifig Oideachais Naomh Sheanáin faomhadh ar an bPolasaí seo ar son an Phatrúin, an tEaspag Réamonn de Brún

(The contents of this policy have been approved by St. Senan's Education Office, acting on behalf of the Patron, Bishop Ray Browne).