1. Réamhrá

Comhlíonann an polasaí iontrála seo ceanglais an Achta Oideachais 1998, an Achta Oideachais (Ligean isteach 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 leanaí atá ag freastal ar an scoil.

D'fhaomh Bord Bainistíochta na scoile an polasaí seo ar an 22/10/2024. Tá sé foilsithe ar shuíomh gréasáin na scoile agus cuirfear ar fáil i gcóip chrua é ar iarratas d'aon duine a iarrann é.

Tá na dátaí agus na hamlínte ábhartha do pholasaí iontrála Scoil Oilibhéir leagtha amach i bhfógra iontrála bliantúil na scoile a fhoilsítear go bliantúil ar shuíomh gréasáin na scoile seachtain amháin ar a laghad roimh thús an phróisis iontrála don scoilbhliain lena mbaineann.

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

Foilsíonn an scoil 2 Fhógra Iontrála gach bliain:

1. Ranganna Príomhshrutha
2. Rang Uathachais

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

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

2. Spiorad sainiúil agus cuspóirí ginearálta na scoile

Is bunscoil mheasctha í Scoil Oilibhéir le spiorad sainiúil Caitliceach faoi phátrúnacht an Ardeaspag Átha Cliath ‘Séard is ciall le “Spiorad Sainiúil Caitliceach“ i gcomhtheacs na bunscoile Caitlicí ná éiteas agus spiorad sainiúil na hEaglaise Caitlicí Romhánaí, a bhfuil cothú na dtréithe seo thíos mar aidhm aici, a chaomhnú.

A. Forbairt iomlán agus chomhchuí gach gné den dalta, ina gcuimsítear na gnéithe intleachtúla, fisiciúla, cultúrtha, mórálta agus spioradálta

B. Gaol beo le Dia agus le daoine eile; agus

C. Fealsúnacht na beatha a thógann spreagadh ó chreideamh i nDia agus i mbeatha, i mbás agus in aiséirí Íosa;

D. Cruthú na ndaltaí sa chreideamh Caitliceach,

Agus a chuireann oideachas reiligiúnda ar fáil do na daltaí i gcomhréir le creidimh, le cleachtais agus le traidisiúin na hEaglaise Caitlicí Romhánaí agus/nó an éitis agus/nó spioraid shainiúil faoi mar a thuigtear do Chomhdháil Easpagóideach na hÉireann.

I gcomhréir le hAlt 15 (2) (b) den Acht Oideachais, 1998 caomhnóidh Bord Bainistíochta Scoil Oilibhéir spiorad sainiúil na scoile a fhoirceann na luachanna cultúrtha, oideachasúla, mórálta, reiligiúnda, sóisialta, teangeolaíoch agus na luachanna spioradálta agus na traidisiúnta a thacaíonn le cuspóirí agus le hiompar na Scoile agus beidh an Bord Bainistíochta freagrach don Phátrun as an gcaomhnú seo.

Is Gaelscoil faoi phátrúnacht na hArd-Deoise í Scoil Oilibhéir. Cuirimid sároideachas ar fáil do pháistí, trí mheán na Gaeilge, i dtimpeallacht thacúil, a thugann deis do gach páiste barr a gcumas a bhaint amach. Mar chuid den oideachas sin, déantar cúram d'fhorbairt acadúil, chultúrtha, mhorálta, fhisiciúil, shibhialta, spioradálta, mhothúchánach agus shóisialta na bpáistí.

'Sí fís na scoile ná cothú agus saibhriú gach páiste, trí mheán na Gaeilge, chun barr a gcumas a bhaint amach.

i. Bunoideachas trí mheán na Gaeilge a chur ar fáil do dhaltaí as teaghlaigh gurb í an Ghaeilge príomhtheanga an bhaile;

ii. Bunoideachas trí mheán na Gaeilge a chur ar fáil do dhaltaí eile agus a chur ar a gcumas a bheith ina gcainteoirí líofa Gaeilge;

iii. Timpeallacht shaibhir an chultúir Ghaelaigh a chur ar fáil agus dúil sa Ghaeilge agus i saíocht na Gaeilge a chothú i measc na ndaltaí agus na dtuismitheoirí.

3. <u>Ráiteas maidir le hiontráil</u>

3.1 Ní dhéanfaidh Scoil Oilibhéir idirdhealú maidir le dalta a ionrollú sa scoil ar bhonn aon chinn díobh seo a leanas:

i. inscne an dalta nó an iarratasóra i leith an dalta lena mbaineann,

ii. stádas sibhialta an dalta nó an iarratasóra i leith an dalta lena mbaineann,

iii. stádas teaghlaigh an dalta nó an iarratasóra i leith an dalta lena mbaineann,

iv. gnéaschlaonadh an dalta nó an iarratasóra i leith an dalta lena mbaineann,

v. reiligiún an dalta nó an iarratasóra i leith an dalta lena mbaineann,

vi. bunús mhíchumas an dalta nó an iarratasóra i leith an dalta lena mbaineann,

vii. cine an dalta nó an iarratasóra i leith an dalta lena mbaineann,

viii. dalta nó iarratasóir ó phobal an lucht siúil i leith an dalta lena mbaineann, nó

ix. riachtanais speisialta oideachais a bheith ag an dalta nó ag an iarratasóir i leith an dalta lena mbaineann.

3.2 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
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3.3 Is scoil í Scoil Oilibhéir arb é an cuspóir atá aici ná oideachas a sholáthar i dtimpeallacht a chuireann luachanna reiligiúnacha áirithe chun cinn agus ní dhéanann sí idirdhealú i gcás nuair a dhiúltaíonn sí cead isteach do dhalta nach Caitliceach é/í agus cruthaítear go bhfuil an diúltú riachtanach chun éiteas na scoile a chaomhnú.

3.4 Comhoibreoidh Scoil Oilibhéir leis an CNOS i gcomhlíonadh feidhmeanna na Comhairle faoin Acht um Oideachas do Dhaoine a bhfuil Riachtanais Speisialta Oideachais Acu 2004 maidir 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 Oilibhéir le haon ordúchán a sheirbheálfar ar an mbord nó ar an bpátrún faoi alt 37A agus 67(4)(b)

Scoileanna a bhfuil Rang Oideachais Speisialta iontu

Tá SCOIL OILIBHÉIR, le faomhadh an Aire Oideachais tar éis rang amháin a bhunú do pháistí le huathachas amháin. Tugtar Rang na Réaltaí ar an Rang seo

Is gá don iarrthóir na critéir thíos a shásamh, is gá cloí leis an bpróiseas iarratais de réir Ciorcláin 80/2024.

1. Diagnóis Uathachais: DSM IV/V nó ICD 10/11 (shíceolaí, síciatraí, tuairisc ildisciplíneach)
2. Léiriú tuisceana ar chastacht leibhéil iomlán riachtana(i)s an pháiste le feiceáil sna tuairiscí ghairmiúla
3. Agus déine nó castacht riachtanais thacaíochta an pháiste curtha san áireamh, moladh soiléir gairmiúil maidir le cén suíomh oideschais is oiriúnaí le freastal ar riachtanais an pháiste, mar aon le réasúnaíocht don mholadh sin.

4. Na catagóirí de Riachtanais Speisialta Oideachais a ndéantar freastal orthu sa scoil/sa rang speisialta

Don scoilbhliain 2024/2025, tá Scoil Oilibhéir ag glacadh páirte i dTriail Iarratais ar Ranganna Uathachais Bhaile Átha Claith 15 (TIRU), in éineacht le 12 bunscoil eile agus an CNO. Ní hionann an Triail seo agus Polasaí Comónta um Ligean Isteach. Forchoimeádann Scoil Oilibhéir an ceart ár bPolasaí Iontrála, ár gcritéir iontrála agus ár gcritéir i gcás an ró-éilimh, a chur i bhfeidhm. **Tugtar faoi deara nach gcinntíonn rannpháirtíocht sa Triail seo áit do do pháiste in aon rang uathachais.** Tá fáil ar Fhoirmeacha Iarratais ar shuíomh na scoile agus ar shuíomh an CNOS. Ba cheart Foirmeach Iarratais agus páipéarachas ábhartha don rang uathachais a chur tríd an r-phost chuig D15ACAT@ncse.ie

Nó

i bhfoirm chruachóipe tríd an bpost chuig;

NCSE D15 ACAT, NCSE Offices, Block 3, Grove Court, Blanchardstown, Dublin 15, D15 HNT2.

Féach Téarmaí Tagartha na Trialach Iarratais ar Ranganna Uachtachais BhÁC 15 chun tuilladh eolais a fháil.

Sa chás go bhfuil ró-éileamh ar an rang NSU, déanfaidh an scoil na critéir thíos roghnaithe a leanas a chur i bhfeidhm **san ord ina bhfuil siad thíos** maidir leis na hiarratais sin a shásaíonn critéir don Ligean Isteach sa Rang Speisialta, mar atá sonraithe sna Téarmaí Tagtha ag Aguisín 1.

Is mar seo a chuirfear na hiarrthóirí in ord:

1. Páistí reatha na scoile
2. Deartháireacha/Deirfiúracha* le dalta reatha na scoile nó le hiardhalta
3. Páiste na foirne
4. Páistí a bhfuil leibhéal áirithe líofachta sa Ghaeilge bainte amach acu agus gur dócha go rachadh an líofacht sin ar gcúl mura ligfí isteach i scoil lán-Ghaeilge é/í.**
5. Páistí a bhfuil cumas Gaeilge acu ar leibhéal a ligfeadh don pháiste feidhmiú agus foghlaim sa rang agus nach mbeadh ar dhaltaí eile iompú ar an mBéarla chun cumarsáid a dhéanamh. **Beidh ar an tuismitheoir/gcaomhnóir fianaise den chaighdeán seo a chur ar fáil.** Is ag an mBord Bainistíochta a bheidh an cinneadh faoin gcumas seo feidhmiú trí mheán na Gaeilge sna cásanna seo
6. Sa chás go bhfuil beirt iarrthóirí nó níos mó ceangailte le haghaidh áite nó áiteanna in aon cheann de na catagóirí critéir roghnúcháin thuas (agus líon na n-iarratasóirí níos mó ná líon na n-áiteanna atá fágtha), tabharfar áit don dalta is sine eatarthu.

***Deartháireacha, deirfiúracha, leath-shiblíní, páistí altramaigh nó uchtaithe.**

****Beidh an dualgas iomlán ar thuismitheoirí/chaomhnóirí fianaise leordhóthanach a chur ar fáil chun leibhéal líofachta sa Ghaeilge a léiriú don bhord. Féach eolas breise sa cháipéis ábhartha atá ar fáil ón scoil.**

5. Daltaí a Ligean Isteach

Ligfidh an scoil seo isteach gach dalta atá ag lorg iontrála ach amháin sna cásanna a leanas:-

a) i gcás ina bhfuil ró-éileamh ar an scoil (féach alt 6 thíos le haghaidh tuilleadh sonraí)

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

c) i gcás go mbeadh baol suntasach do shábháilteacht agus/nó do shláinte an iarrthóra, na ndaltaí agus/nó na foirne scoile, nó sa chás go gcuirfí isteach go mór ar cheart daltaí eile oideachas oiriúnach a fháil.

Soláthraíonn an Rang Speisialta Scoil Oilibhéir oideachas go heisiach do dhaltaí a bhfuil NSU acu agus féadfaidh an scoil cead isteach a dhiúltú don rang sin, i gcás nach bhfuil an chatagóir shonraithe de riachtanais speisialta oideachais ag an dalta atá i gceist dá bhforáiltear sa rang sin.

6. Ró-éileamh

Riachtanas Iontrála:

Tá sé de cheart ag an mBord Bainistíochta uasmhéid líon na bpáistí in aon rang ar leith agus sa scoil ina hiomláine a leagadh síos.

Is faoin mBord Bainistíochta é cinneadh a dhéanamh faoi líon na n-ionrolluithe sna Naíonáin Shóisearacha in aon bhliain ar leith. Beidh an cinneadh seo coinníollach ar líon na n-iarratas ar áiteanna an bhliain sin agus ar na tacaíochtaí agus ar na hacmhainní, idir dhaonna agus fhisiciúil, a sholáthraíonn an Roinn Oideachais don scoil, agus fachtóirí ar nós cóiríochta agus an Chóimheasa idir Daltaí agus Múinteoir á gcur san áireamh.

Is é uasmhéid líon na ndaltaí a cheadófar in aon rang ná 30

Ní mór do pháiste breithlá 4 bliana d'aois a bheith acu roimh an 1 Aibreán den bhliain a bheadh sé i gceist acu tosú ar scoil agus beidh ar thuismitheoirí/chaomhnóirí fianaise de seo a sholáthar i bhfoirm an Teastais Bhreithe. Cuirfear aon iarratas do pháiste a bheidh breithlá 4 bliana d'aois acu idir an 1 Aibreán agus an chéad lá scoile ar an bpríomhliosta feithimh i gcás ró-éilimh agus d'fhéadfaí áit a thairiscint dá mbeadh áit scoile ar fáil tar éis do na critéir a bheith curtha i bhfeidhm.

Sa chás go bhfuil ró-éileamh ar an scoil, déanfaidh an scoil na critéir roghnaithe a leanas a chur i bhfeidhm **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 bliantúil na scoile agus na hiarratais ar chead isteach á gcinneadh aici.

1. Deartháireacha/Deirfiúracha* níos óige le daltaí atá nó a bhí ag freastal ar an scoil
2. Páistí na foirne
3. Páistí a bhfuil leibhéal líofachta bainte amach acu atá ar leibhéal a mbeifear ag súil leis dá mbeadh an teanga á labhairt mar ghnáthmhodh cumarsáide i suíomh neamhoideachasúil, ag tógáil aois an pháiste agus aon riachtanais bhreise oideachais san áireamh, agus gur dhócha go rachadh líofacht an pháiste ar gcúl mura bhfaighidís áit sa scoil lán-Ghaeilge.**
4. Iarratasóirí eile.
5. Páistí ar cuireadh iarratas déanach isteach ar a son

Sa chás go bhfuil beirt daltaí nó níos mó ceangailte le haghaidh áite nó áiteanna in aon cheann de na catagóirí critéir roghnúcháin thuas (agus líon na n-iarratasóirí níos mó ná líon na n-áiteanna atá fágtha), tabharfar áit don dalta is sine eatarthu.

***Deartháireacha, deirfiúracha, leath-shiblíní, páistí altramaigh nó uchtaithe.**

****Beidh an dualgas iomlán ar thuismitheoirí/chaomhnóirí fianaise leordhóthanach a chur ar fáil chun leibhéal líofachta sa Ghaeilge a léiriú don bhord. Féach eolas breise sa cháipéis ábhartha atá ar fáil ón scoil.**

Sa chás go bhfuil beirt dhaltaí nó níos mó ar chomhchéim le haghaidh áite nó áiteanna in aon cheann de na catagóirí critéir roghnúcháin thuas (agus líon na n-iarratasóirí níos mó ná líon na n-áiteanna atá fágtha), beidh feidhm ag na socruithe a leanas:

Má tá beirt dhaltaí nó níos mó ceangailte faoi chritéar 1/2/3, socrófar tús áite de réir an chéad chritéar eile ar an liosta. Má tá critéar 4 i gceist, cuirfear san áireamh an t-am ar rugadh an leanbh atá ar fáil ar an deimhniú breithe.

6.1 Nóta: Sa chás gur mian le tuismitheoirí go n-áireofaí a bpáiste mar pháiste a bhfuil leibhéal líofachta sroichte aige/aici sa Ghaeilge mar atá i bPointe d. thuas, ní mór don tuismitheoir an fhianaise seo a chur ar fáil chun an líofacht sin a léiriú d'ionadaithe an Bhoird Bhainistíochta. Is gá an fhianaise sin a chur ar fáil leis an iarratas, seachas fianaise a chuirtear ar fáil ag cruinniú sa scoil, a eagróidh an Bord Bainistíochta má iarrann tuismitheoir / caomhnóir cruinniú ag am an iarratais.

6.2 Mura nglactar leis an bhfianaise a chuirtear ar fáil mar chuid den Fhoirm Iarratais, cuirfear an páiste sa chatagóir atá oiriúnach dóibh dar le hionadaithe an Bhoird Bhainistíochta. Sa chás go ndiúltaítear áit do pháiste, ní mór iarraidh ar an mBord Bainistíochta athbhreithniú a dhéanamh ar an gcinneadh roimh achomharc i scríbhinn a dhéanamh chuig an mBord Bainistíochta faoi Alt 29.

6.3 Má ghlactar leis an bhfianaise, ach go mbeartaíonn an tuismitheoir an páiste a chur siar go dtí Liosta Iarrthóirí na bliana ina dhiaidh sin, ni bheidh gá fianaise a chur ar fáil arís don leibhéal líofachta sa Ghaeilge.

7. An méid nach mbreithneofar ná nach gcuirfear san áireamh

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 iarratais ar chead isteach á gcinneadh 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;

(c) cumas, scileanna nó inniúlacht acadúil an dalta seachas;

- (i) i ndáil le ligean isteach chuig rang speisialta a mhéad is gá chun a fháil amach an bhfuil nó nach bhfuil an chatagóir riachtanas speisialta oideachais lena mbaineann ag an dalta agus;
- (ii) a ligean isteach i scoil lán-Ghaeilge, de réir fhorálacha alt 62(9) den Acht;

(d) gairm, stádas airgeadais, cumas acadúil, scileanna nó inniúlacht tuismitheoirí dalta;

(e) ceanglas go bhfreastalóidh dalta, nó a t(h)uismitheoirí ar agallamh, lá oscailte nó cruinniú eile mar choinníoll iontrála;

(f) 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 (seachas siblíní); (g) 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.

8. Cinntí ar Iarratais

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

(a) polasaí iontrála na scoile,

(b) fógra iontrála bliantúil na scoile (nuair is cuí),

(c) an fhaisnéis a chuir an t-iarratasóir ar fáil le agus i bhfoirm iarratais oifigiúil na scoile a fuarthas le linn na tréimhse atá sonraithe inár bhfógra iontrála bliantúil chun iarratais a fháil.

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

9 . Cinntí a chur in iúl d'iarratasóirí

Cuirfear iarratasóirí ar an eolas i ríomhphost/ scríbhinn maidir le cinneadh na scoile, laistigh den amlíne atá leagtha amach san fhógra iontrála bliantúil.

Mura dtairgtear áit inár scoil do dhalta, 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 alt 18 thíos le haghaidh tuilleadh sonraí).

10. Glacadh le tairiscint áite ag iarratasóir – treoir don tuismitheoir/ chaomhnóir

Agus tairiscint iontrála á glacadh agat ó Scoil Oilibhéir, ní mór duit an méid a leanas a léiriú:

(a) cé acu an bhfuil nó nach bhfuil glactha agat le tairiscint iontrála ar scoil nó ar scoileanna eile. Má ghlac tú le tairiscint den sórt sin, ní mór duit sonraí na tairisceana nó na dtairiscintí lena mbaineann a chur ar fáil freisin,

(b) 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.

11. Cúinsí nach féidir tairiscintí a dhéanamh nó ar féidir tairiscint a tharraingt siar dá mbarr

Ní féidir le Scoil Oilibhéir 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 in alt 10 thuas.

12. Sonraí a roinnt le scoileanna eile

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

Tá ceadaithe de réir Alt 66 (6) do scoil liosta de na daltaí a sholáthar do phátrún nó do bhord bainistíochta eile:

(a) go bhfuarthas iarratas ar ligean isteach sa scoil,

(b) go ndearnadh tairiscint ar áit sa scoil, nó

(c) gur glacadh le tairiscint ar áit scoile.

Féadfaidh aon cheann nó gach ceann díobh seo a leanas a bheith ar an liosta:

(a) an dáta a fuair an scoil iarratas ar áit scoile;

(b) an dáta a rinne an scoil tairiscint ar áit scoile;

(c) an dáta ar ghlac iarratasóir le tairiscint ar áit scoile;

(d) sonraí pearsanta dalta(í) lena n-áirítear ainm, seoladh, dáta breithe agus uimhir seirbhíse poiblí pearsanta (de réir bhrí alt 262 den Acht Comhdhlúthaithe Leasa Shóisialaigh 2005).

13. Liosta Iarrthóirí i gcás ró-iarratais

I gcás go mbeidh níos mó iarratas ar an scoilbhliain lena mbaineann ná na háiteanna atá ar fáil, tiomsófar liosta feithimh de dhaltaí nár éirigh lena n-iarratas ar iontráil chuig Scoil Oilibhéir mar gheall ar ró-éileamh ar an scoil agus beidh siad bailí don scoilbhliain ina bhfuil cead isteach á lorg.

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

Déanfar tairiscintí maidir le haon áiteanna ina dhiaidh sin a bheidh ar fáil don scoilbhliain agus lena linn a bhfuil cead isteach á lorg ina leith maidir leis na daltaí sin ar an liosta feithimh, de réir an oird tosaíochta ar cuireadh na daltaí ar an liosta.

14. Iarratais Dhéanacha

Déanfaidh áit a thairiscint má tá áit ar fáil sa scoil.

Má tá ró-éileamh ar áiteanna sa scoil tar éis an phríomhphróisis iontrála, líonfar aon áit scoile a thagann chun cinn ina dhiaidh sin ón liosta feithimh a cruthaítear as an bpróiseas sin.

Má fhaightear iarratais tar éis an dáta deiridh mar atá leagtha amach san fhógra iontrála bliantúil déanfar liosta forlíontach feithimh a chruthú. Beidh an príomhliosta feithimh glanta sula ndéanfar áiteanna a thairiscint d'iarrthóirí ar an liosta forlíontach seo. Nuair a thagann spás chun cinn sa scoil, déanfar na hiarratais ar an liosta forlíontach feithimh a mheas de réir na gcritéar roghnúcháin sa pholasaí iontrála seo ar an lá a thagann an áit scoile sin chun cinn de réir an Achta um Iontrálacha Scoile 2018 agus de réir aon rialacháin a rinneadh faoin Acht sin.

15. Nósanna imeachta maidir le daltaí a ligean isteach i mblianta eile agus le linn na scoilbhliana

Seo a leanas nósanna imeachta na scoile maidir le hionrollú na ndaltaí nach bhfuil glactha isteach sa scoil cheana féin chuig ranganna nó blianta seachas grúpa iontrála na scoile:

15.1 Clárúcháin sna Naíonáin Shinsearacha

Má bhíonn folúnta(i)s sna Naíonáin Shinsearacha agus níos mó iarratas ar áiteanna ná mar atá folúntas déanfar na háiteanna sin a dháileadh de réir na gcritéar do na Naíonáin Shóisearacha. Glacfar le hiarratais in ord ama, tabharfar tosaíocht don iarratas is túisce.

15.2 Clárúchán i Ranganna seachas na Naíonáin Shóisearacha (agus Shinsearacha)

Glacfar le páistí i ranganna a hAon — Rang 6 má tá spás sa rang, agus má shíleann an Bord Bainistíochta cumas Gaeilge an pháiste a bheith ar leibhéal a ligfeadh don pháiste feidhmiú agus foghlaim sa rang agus nach mbeadh ar dhaltaí eile iompú ar an mBéarla chun cumarsáid a dhéanamh. **Is faoin tuismitheoir/gcaomhnóir a bheidh sé fianaise chuige seo a chur os comhair an Bhoird Bhainistíochta.** Is ag an mBord Bainistíochta a bheidh an cinneadh deireanach sna cásanna seo.

15.3 Is gá do thuismitheoirí/caomhnóirí ar mian leo iarratas a dhéanamh ar áit in aon rang seachas

Naíonáin Shóisearacha litir iarratais chuige sin a scríobh chuig Cathaoirleach an Bhoird Bainistíochta. Is é an Bord Bainistíochta a dhéanfaidh an cinneadh faoi pháistí a ghlacadh in aon rang eile.

15.4 Má fhaightear iarratais d'áit i rith na bliana déileálfar leis ag an gcéad chruinniú eile den Bhord Bainistíochta. Má tá folúntas/ folúntais i rang agus níos mó iarratas ná mar atá folúntais cuirfear in ord iad de réir na gcritéar céanna atá leagtha amach thuas do na Naíonáin Shóisireacha. Caithfear fianaise ar leibhéal sásúil líofachta Gaeilge a chur ar fáil sula dtairgfear áit. Muna nglacann an Bord Bainistíochta leis an bhfianaise, tairgfear an áit don chéad iarrthóir eile.

15.5 Is iad seo a leanas nósanna imeachta na scoile maidir le hionrollú na ndaltaí nach bhfuil glactha isteach sa scoil cheana féin, tar éis thús na scoilbhliana ina lorgaítear an cead isteach:

Déanfaidh tuismitheoir an pháiste iarratas i scríbhinn chuig an bpríomhoide ag míniú go bhfuil áit dá bpáiste á lorg acu sa rang ábhartha. Má tá an rang sin lán, cuirfear i gcód an t-iarratas scríofa agus má thagann áit aníos sa rang sin, déanfar í a thairiscint ar an iarratasóir ba thúisce. Is gá iarratas nua a dhéanamh do gach scoilbhliain, ní níos luaithe ná an chéad lá scoile.

15.6 Nuair a dhéantar iarratas (ar áit i rang nach rang na Naíonán Sóisearach é) don scoilbhliain díreach i ndiaidh na scoilbhliana reatha, má tá spás sa rang áirithe sin, míneofar don tuismitheoir/chaomhnóir go dtabharfar an áit dóibh ar an gcoinníoll go mbeidh orthu tosú láithreach nó an áit a ghéilleadh má thagann iarratas isteach do dhuine atá sásta tosú roimh an gcéad scoilbhliain eile.

16. Dearbhú maidir le gan táillí a ghearradh

Ní ghearrfaidh bord Scoil Oilibhéir ná aon duine a ghníomhaíonn thar a ceann táillí ar íocaíocht nó ní lorgóidh sé nó sí 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.

17. Socruithe maidir le daltaí nach bhfreastalaíonn ar theagasc reiligiúnach

Seo a leanas socruithe na scoile do dhaltaí, sa chás gur iarr na tuismitheoirí go bhfreastalódh an dalta ar an scoil gan freastal ar theagasc reiligiúnach sa scoil. Ní bheidh laghdú ar lá scoile na ndaltaí sin mar thoradh ar na socruithe sin. Ní bheidh an dalta in ann an seomra a fhágáil tiosc easpa feitheoireachta. Tabharfar obair scoile de shaghas eile dóibh.

Ba cheart iarratas scríofa a dhéanamh le Príomhoide na scoile. Eagrófar cruinniú ansin le tuismitheoir(í) an dalta agus pléifear conas é seo a éascú.

18. An ceart chun athbhreithnithe/achomhairc

Athbhreithniú ar chinntí an Bhoird Bhainistíochta:

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

Tá an t-amlíne ina gcaithfear athbhreithniú den gcineál sin a iarraidh agus na ceanglais eile a bhaineann maidir le hathbhreithnithe den gcineál sin leagtha amach sna nósanna imeachta arna gcinneadh ag an Aire faoi alt 29B den Acht Oideachais 1998 atá foilsithe ar shuíomh gréasáin na Roinne Oideachais.

Déanfaidh an bord athbhreithnithe den gcineál sin de réir na nósanna imeachta a rialaítear 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 iarraidh ar an mbord bainistíochta **athbhreithniú ar an gcinneadh** sin a dhéanamh roimh achomharc a dhéanamh 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 iarraidh ar an mbord bainistíochta **athbhreithniú ar an gcinneadh** sin a dhéanamh roimh achomharc a dhéanamh faoi alt 29 den Acht Oideachais 1998.

Ceart achomhairc:

Faoi Alt 29 den Acht Oideachais 1998, féadfaidh tuismitheoir dalta achomharc a dhéanamh ar chinneadh na scoile seo 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)(ii) den Acht Oideachais 1998 sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar chúis 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 ar an gcinneadh** sin a dhéanamh roimh achomharc a dhéanamh 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 seachas ró-éileamh ar áiteanna sa scoil, féadfaidh an t-iarratasóir iarraidh ar an mbord bainistíochta **athbhreithniú ar an gcinneadh** sin a dhéanamh roimh achomharc a dhéanamh faoi alt 29 den Acht Oideachais 1998. (féach athbhreithniú ar chinntí an bhord bainistíochta).

Déanfar achomhairc faoi Alt 29 den Acht Oideachais 1998 a mheas agus a chinneadh ag coiste neamhspleách achomhairc arna cheapadh ag an Aire Oideachais.

Tá an t-amlíne ina gcaithfear achomharc den gcineál sin a iarraidh agus na ceanglais eile a bhaineann maidir le hachomhairc den gcineál sin leagtha amach sna nósanna imeachta arna gcinneadh ag an Aire faoi alt 29B den Acht Oideachais 1998 atá foilsithe ar shuíomh gréasáin na Roinne Oideachais.

Síniú an Chathaoirligh: ______________ Síniú an Phríomhoide: ______________

Ruairí Ó Dúlaing Antóin Ó Cléirigh

1. 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's Board of Management on 22/10/2024. 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 dates and timelines for Scoil Oilibhéir 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 school releases 2 Admission Notices annually:

1. Mainstream Classes

2. Autism Classes

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.

The Irish language version of this policy will take precedence in the case of any perceived discrepancy.

2. Characteristic spirit and general objectives of the school

Scoil Oilibhéir is a mixed primary school with a Catholic ethos under the patronage of the Dublin Archdiocese. The definition of 'Catholic Ethos' in the context of a Catholic primary school is the upholding of the ethos and spirit of the Roman Catholic Church with the aim of fostering the following characteristics:

A. The development of the whole child — intellectual, physical, cultural, moral and spiritual.

B. A living relationship with God and others.

C. A life philosophy which takes inspiration from belief in God and in the life, death and resurrection of Christ.

D. The growth of students in the Catholic faith

And which provides a religious education for the students in accordance with the beliefs, the practices and the traditions of the Roman Catholic Church and/or a particular ethos/spirit as understood by the Apostolic Council of Ireland.

In accordance with S.15 (2) (b) of the Education Act, 1998 the Board of Management of Scoil Oilibhéir will preserve the distinctive spirt of the school which determines the cultural, educational, moral, religious, social and linguistic values as well as the spiritual values and traditions which support the objectives and the conduct of the school. The Board will be accountable to the Patron for upholding those values.

Scoil Oilibhéir is a Gaelscoil under the patronage of the Archbishop. We provide an excellent education, through Irish, in a supportive environment which gives each child the opportunity to reach his/her full potential. That education encompasses the academic, cultural, moral, physical, civil, spiritual, emotional and social development of the children.

The school's vision is to nurture and enrich each child, through the medium of Irish, to fulfil their potential.

i. To provide primary education through Irish for children from families for whom Irish is the main family language.

ii. To provide primary education through Irish for other children and enable them to become fluent Irish speakers.

iii. To provide an environment rich in the Irish culture and nurture a love for the Irish language and its heritage among the children and their parents.

3. Admission Statement

Scoil Oilibhéir 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

3.2 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.

3.3 Scoil Oilibhéir 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 Catholic and it is proved that the refusal is essential to maintain the ethos of the school.

3.4 Scoil Oilibhéir 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 Oilibhéir will comply with any direction served on the board or the patron under section 37A and 67(4)(b).

Schools with Special Education Classes

SCOIL OILIBHÉIR, with the approval of the Minister for Education, has established one class to provide an education exclusively for students with autism. This class is known as Rang na Réaltaí

Criteria below must be met by the applicant, and the application process must be adhered to as per circular 80/2024.

1. Diagnosis of Autism: DSM IV/V or ICD 10/11 (psychologist, psychiatrist, multi-disciplinary report)
2. A demonstration of the understanding of complexity of the child's overall level of need/s evidenced in the professional reports
3. Given the severity or complexity of the child's support needs, a clear professional recommendation as to what educational placement type would be most appropriate to best meet the child's needs, along with the rationale for same

4. Categories of Special Educational Needs catered for in the school/special class

For 2024/2025 school year Scoil Oilibhéir will participate in the D15 Autism Class Application Trial with 12 other schools and the NCSE. This trial does not represent a common admissions policy. Scoil Oilibhéir maintains complete autonomy over our admission policy, criteria and oversubscription criteria. **Please note that participation in this trial, does not guarantee an autism class place for your child.** Application forms remain accessible on our school website and will be accessible via NCSE website. Application forms and relevant paperwork for autism class should be submitted via email to D15ACAT@ncse.ie

OR

via post to NCSE D15 ACAT, NCSE Offices, Block 3, Grove Court, Blanchardstown, Dublin 15, D15 HNT2.

Please see D15 Autism Class Application Trial Terms of Reference for further information

In the event that there are more applications for the Special Class than available places, the school will, when deciding on applications for admissions, apply the following selection criteria **in the order listed below** to those applications that satiasfy the criteria for admission to the Autism Class as specified in the Term sof Refernece at Appendix 1.

First preference will be given to:

1. Current pupils of the school
2. Siblings* of existing and past pupils of the school.
3. Children of Staff.
4. Children who have attained a determined level of fluency in Irish which would be likely to decline if he/she is not admitted to an all-Irish school **
5. Children whose Irish language ability is at a level that would allow the child to function and learn in class and where other pupils would not have to turn to English to communicate. **The parent/guardian will be required to provide evidence of this standard.** The board of management will have the final decision in these cases.
6. In the case of two or more applicants being tied for a place or places in any of the above categories of selection criteria (and the amount of applicants exceeding the amount of places remaining), the place will be given to the eldest of them.

*** Siblings, half-siblings, foster children, adopted children,**

****The onus will be on parents/guardians to provide sufficient evidence to demonstrate to the board the required level of fluency in Irish. See further information in the relevant document available from the school.**

5. Admission of Students

This school shall admit each student seeking admission except where:-

a. the school is oversubscribed (please see section 6 below for further details)

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

c) the admission of the applicant would pose a significant risk to the health and/or safety of the applicant or students and staff of the school, or risk significantly interfering with the right of other students to an appropriate education.

The special class attached to Scoil Oilibhéir provides an education exclusively for students with Autism Spectrum Disorders (ASD) and the school may refuse admission to this class, where the student concerned does not have the specified category of special educational needs provided for in this class.

6. Oversubscription

It is the right of the Board of Management to decide the maximum number of pupils in any class and in the school as a whole. The number of enrolments in Junior Infants in any particular year will be decided by the Board of Management and shall be conditional on the number of applications for places in that year and on the supports and resources, both human and physical, made available to the school by the Department of Education, taking into account factors such as accommodation and the Pupil Teacher Ratio.

The maximum number of pupils in any class shall be 30.

A child must have their 4th birthday before the 1stApril of the year they intend to start school. Any application for a child who will reach their 4th birthday between 1st April and the first day of the school year will be placed on the main waiting list in the event of over-demand and may be offered a place if a school place becomes available after criteria have been applied.

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:

In the case of oversubscription, places will be distributed as below:

1. Younger siblings* of pupils who are attending or who have attended the school
2. Children of staff
3. Children who have attained a level of fluency which would be expected if the language was spoken at home as a regular means of communication in a non-educational environment, taking the age and any extra educational needs of the child into account, where it is likely that the child's fluency would regress unless they are given a place in an Irish medium school.**
4. Other applicants.
5. Children on whose behalf and application was made late.

In the case of two or more pupils being tied for a place or places in any of the above categories of selection criteria (and the amount of applicants exceeding the amount of places remaining), the place will be given to the eldest of them.

***Siblings, half-siblings, foster children, adopted children,**

**** The onus will be on parents/guardians to provide sufficient evidence to demonstrate to the board the required level of fluency in Irish. See further information in the relevant document available from the school.**

In the event that there are two or more students tied for a place or places in any of the selection criteria categories above (the number of applicants exceeds the number of remaining places), the following arrangements will apply:

If two or more pupils are tied under criteria 1/2/3, priority will be set according to the next criterion on the list. If criterion 4 applies, the time of birth available on the birth certificate will be taken into account

6.1 **Note:** Where a parent wishes their child to be considered under the 'level of fluency in the Irish language' provision at Point d. above, that parent is invited to provide evidence to prove/display the fluency to the Board of Management's representatives. This evidence must be provided with the application; except for evidence provided by attending a meeting at the school, if such is requested by the parents/ guardians, the opportunity for which will be arranged by the Board of Management upon request, at time of application.

6.2 If the evidence provided as part of the Application Form is not accepted, the child will be placed in a Category deemed appropriate by the Board of Management. In the event of the child being refused a place, the Board of Management must be requested to review the decision before a written appeal is made to the Board of Management under Section 29.

6.3 If the evidence is accepted but the parent decides to put the child onto the list of applicants for the following year, they will not be required to again provide evidence of a level of fluency in Irish.

7. What will not be considered or taken into account

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; other than:

i. in relation to admission to a special class insofar as it is necessary in order to ascertain whether or not the student has the category of special educational needs concerned and,

ii. admission to an Irish language school, in accordance with the provisions of section 62(9) of the act;

(a) the occupation, financial status, academic ability, skills or aptitude of a student's parents;

(b) a requirement that a student, or his or her parents, attend an interview, open day or other meeting as a condition of admission;

(d) student's connection to the school by virtue of a member of his or her family attending or having previously attended the school (excluding siblings);

(e) 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.

8. <u>Decisions on applications</u>

All decisions on applications for admission to Scoil Oilibhéir will be based on the following:

(a) our school's admission policy,

(b) the school's annual admission notice (where applicable),

(c) 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.

9. Notifying applicants of decisions

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 <u>section 18</u> below for further details).

10. Acceptance of an offer of a place by an applicant

In accepting an offer of admission from Scoil Oilibhéir, you must indicate:-

(a) 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

(b) whether or not you have applied for and are 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.

11. Circumstances in which offers may not be made or may be withdrawn

An offer of admission may not be made or may be withdrawn by Scoil Oilibhéir 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 section 10 above.

12. Sharing of Data with other schools

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:-

(a) an application for admission to the school has been received, (b) an offer of admission to the school has been made, or (c) an offer of admission to the school has been accepted.

The list may include any or all of the following:

(a) the date on which an application for admission was received by the school;

(b) the date on which an offer of admission was made by the school;

(c) the date on which an offer of admission was accepted by an applicant;

(d) 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).

13. Waiting list in the event of oversubscription

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 Oilibhéir 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 Oilibhéir 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.

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.

The supplementary waiting list will be created if applications are received after the closing date set out in the annual admission notice. Applications will be ranked according to the selection criteria in this admissions policy. The first waiting list will be cleared before candidates are offered places on this supplementary list.

14. Late Applications

A place will be offered if a place is available in the school.

If there is an over-subscription for places at the school following the main admissions process, any school place that subsequently emerges from the waiting list created from that process will be filled.

If applications are received after the closing date as set out in the annual admission notice a supplementary waiting list will be created. The main waiting list will be cleared before candidates are offered places on this supplementary list. When a space becomes available in the school, applications for the supplementary waiting list will be considered against the selection criteria in this admissions policy on the day that that place becomes available in accordance with the School Admissions Act 2018 and in accordance with any regulations made under that Act.

15. Procedures for admission of students to other years and during the school year

The procedures of the school in relation to the admission of students who are not already admitted to

the school to classes or years other than the school's intake group are as follows

15.1 <u>Registration in Senior Infants</u>

If a space arises in Senior Infants and if there are more applicants than spaces, those spaces will be distributed in accordance with the criteria for Junior Infant enrolment. The applications will be accepted in order of date, with priority given to the earliest application.

15.2 <u>Registration in classes other than Junior (and Senior) Infants</u>

Children will be accepted to classes 1st - 6th if there is space in the class and if the Board of Management are satisfied that the child has a level of Irish which would enable him/her to function and learn in the class and that other children wouldn't need to switch to English in order to communicate. It is the parent's responsibility to furnish the Board with evidence of this language competence. The final decision in these matters rests with the Board.

15.3 Parents/guardians wishing to apply for a place in any class other than Junior Infants must write an application letter to this effect to the chairperson of the board. The decision to accept children in any other class is a matter for the board of management to decide.

15.4 If the Board receives an application for a place during the school year, the application will be dealt with at the next meeting of the Board. If there is an available place in a class and if there are more applicants than places, they will be put in order according to the same criteria laid out above for Junior Infants. Evidence of a satisfactory Irish language competence must be furnished before a place is offered. If the Board isn't satisfied with the evidence, the place will be offered to the next applicant.

15.5 The procedures of the school in relation to the admission of students who are not already admitted to the school, after the commencement of the school year in which admission is sought, are as follows:

The Parent of the pupil will write to the Principal expressing their wish to enroll their child in the relevant class. If the class if full, this written request will remain on file for the duration of that school year. If a place becomes available in a class, it shall be offered to the first applicant. A new application must be made for each school year, not before the first day of school that year.

15.6 When an application is made (for a place in a class which isn't the Junior Infant Class) for the school year directly following the current year, if there is a space, it will be explained to parents/guardians that the place is being offered on condition that they will have to begin in the school immediately or surrender the place if an application comes in from a person seeking to start before the next school year.

16. <u>Declaration in relation to the non-charging of fees</u>

The board of Scoil Oilibhéir 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.

17. Arrangements regarding students not attending religious instruction

The following are the school's arrangements for pupils, where the parents have requested that the child attends the school without attending religious instruction. There will be no reduction in the pupil's school day as a result of these arrangements. Due to a lack of supervision, the pupil will not be allowed to leave the room. They will be given school work of a different kind.

A written request should be made to the Principal of the school. A meeting will be organised with parent(s) of the child to discuss how the request may be facilitated.

18. Reviews/appeals

Review of decisions by the Board of Management:

The parent 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.

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.

Right of appeal:

Under section 29 of the Education Act 1998, the parent of the student, or in the case of a student who has reached the age of 18 years, 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.

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.

Chairperson's signature: Ruairí Ó Dúlaing

Principal's signature: Antóin Ó Cléirigh