Scoil Oilibhéir 2019 - 2020
Polasaí Iontrála

Enrolment Policy

Cheap Bord Bainistíochta Scoil Oilibhéir an polasaí iontrála seo de réir forálacha An Achta Oideachais 1998. Beidh an Príomhoide nó an Cathaoirleach lánsásta soiléiriú breise a dhéanamh ar aon ghné de.

Is scoil lán-Ghaeilge í Scoil Oilibhéir faoi Phátrúntacht Easpaig Chaitlicigh Bhaile Átha Cliath. Bhunaigh grúpa tuismitheoirí an scoil in 1975 chun rogha oideachais trí mheán na Gaeilge a sholáthar do theaghlaigh an cheantair. Cé gur scoil Chaitliceach sinn agus cé go gcloímid agus go gcothaímid sainsprid Chaitliceach, tugtar faoi deara go gcuirtear fáilte roimh theaghlaigh ó gach cúlra reiligiúnda agus gan chúlra reiligiúnda ar bith.

Scoil chomhoideachais í Scoil Oilibhéir. Feidhmíonn an scoil le haitheantas oifigiúil ón Roinn Oideachais agus Scileanna ('ROS') agus faoi réir rialacha na Roinne i ngach gné de chur chun cinn na scoile. Leantar an Curaclam Bunscoile ina iomláine, mar atá leagtha síos ag an ROS, trí mheán na Gaeilge.

Ní dhéantar leithcheal ar iarrthóirí ar bhonn cine, datha, creidimh, ballraíochta de mhionlaigh, polaitíochta, míchumais fhisiciúil nó fhoghlama nó eile. Cothaítear spiorad a léiríonn meas ar éagsúlacht dhaoine.

'Sí an fhís atá againn i Scoil Oilibhéir ná;

"Cothú agus saibhriú gach páiste, trí mheán na Gaeilge chun barr a gcumas a bhaint amach"

Socruithe Praiticiúla / Gnásanna Rollaithe

1. Glacfar le hiarratais i scríbhinn go dtí 14:30. ar 29 Samhain 2019.

a) Ní mór foirm iarratais a fháil ó Oifig na Scoile nó ó shuíomh na scoile, www.gaelscoiloilibheir.ie, í a líonadh, agus a sheoladh ar ais chuig an scoil, ó lámh, tríd an bpost nó tríd an ríomhphost, roimh an dáta thuas luaite. Ní mór cóip, nó scanadh i gcás r-phoist, den teastas breithe a bheith leis agus níl an t-iarratas bailí gan é.

b) Má tá tú á seoladh ar ais tríd an bpost, is fútsa atá sé é a chinntiú go dtagann an fhoirm chuig seoladh ceart na scoile in am. Má fhágtar san oifig ó lámh í, tabharfar admháil duit ag an am. Má chuirtear isteach tríd an bpost í, gheofar admháil le filleadh an phoist, má chuirtear isteach tríd an r-phost í, gheobhaidh tú r-phost ar ais mar admháil.

c) Tabhair faoi deara gurb é seoladh na scoile ná;

Scoil Oilibhéir
An Chúil Mhín
Cluain Saileach
Baile Átha Cliath 15
D15 PX99

Seoladh ríomhphoist na scoile is ea;
runai.scoil.oilibheir@gmail.com

d) I gcás míshástachta le haon ghné den phróiseas, féadfar achomharc a dhéanamh chuig an mBord Bainistíochta sa chéad áit, nó chuig an ROS faoi Alt 29 den Acht Oideachais, 1998 i ndiaidh sin más gá. Cuirfidh an príomhoide sonraí an phróisis achomhairc ar fáil, ar iarratas.

2. Beidh uasmhéid 30 dalta sa rang.

3. Sa chás gur mó líon na n-iarrthóirí ná líon na n-áiteanna atá ar fáil, dáilfear áiteanna na scoile de réir na gcritéar thíosluaite faoi dhiscréid an Bhord Bainistíochta:

a) Caithfear go mbéarfaí gach iarrthóir roimh 1/3/2016

b) Tabharfar tús áite do dheartháireacha /dheirfiúracha daltaí reatha na scoile, agus do pháistí na mball foirne reatha má tá an aois thuas luaite in a) slánaithe acu. Más mó na hiarrthóirí sa chatagóir seo ná na folúntais dáilfear na háiteanna do na hiarrthóirí is sine.

c) Sa chás go bhfuil folúntais fágtha i ndiaidh céim b) thuas, eagrófar cruinniú gearr le tuismitheoirí/caomhnóirí na n-iarrthóirí. Bainfear úsáid as an gcruinniú seo chun scagadh a dhéanamh ar na hiarrthóirí le go ndéanfar iad a

scaradh de réir na gcatagóirí thíos in d)

d) Roinnfear na háiteanna atá fágtha ar iarrthóirí de réir na gcatagóir thíos -

(i) Páistí atá á dtógáil go hiomlán trí Ghaeilge (ag tosú leis an bpáiste is sine ar liosta na n-iarratas).
(ii) Páistí a bhfuil Gaeilge mar cheann dá bpríomhtheangacha baile (páiste is sine ar liosta na n-iarratas i dtosach).
(iii) Páistí a bhfuil an Ghaeilge á labhairt acu agus leo go rialta (páiste is sine ar liosta na n-iarratas i dtosach).
(iv) Bronnfar áiteanna atá fágtha ansin ar na páistí is sine ar liosta na n-iarratas.

Más mó na hiarrthóirí in aon ghrúpa ar leith thuas ná líon na n-áiteanna atá fágtha don ghrúpa sin dáilfear na háiteanna ar na hiarrthóirí is sine. Má líontar gach áit as grúpa amháin, ní leanfar ar aghaidh go dtí an chéad ghrúpa eile.

4. Cuirfear scéala i scríbhinn chuig gach iarrthóir laistigh de 21 lá ó lá na gcruinnithe agus i gcás tairisceana, iarrfar ar gach iarrthóir glacadh leis an áit i scríbhinn roimh dháta ar leith a ainmneofar sa litir tairisceana seo.

a) Déanfar liosta feithimh a dhréachtú de na hiarrthóirí atá fágtha gan áit sa scoil ag leanúint leis na critéir chéanna. Má dhiúltaítear d'aon tairiscint i scríbhinn, nó mura nglacfar leis an áit in am, téann an áit sin go dtí an chéad pháiste eile ar an liosta feithimh.

b) Moltar do gach tuismitheoir anois féachaint ar roghanna eile scolaíochta chomh maith dá bpáistí ar eagla nach dtairgfear áit dá bpáiste toisc an ró-éilimh ar Scoil Oilibhéir.

5. I gcás páiste le riachtanais speisialta oideachais/fhisiciúla lorgófar tuairisc dhochtúra/shíceolaí le riachtanais oideachasúla an pháiste a mheas le go lorgófaí na tacaíochtaí cuí ón ROS roimh don pháiste teacht isteach sa scoil. Ní chuireann sé seo isteach ar an gcinneadh faoi áit.

6. Tar éis don Bhord Bainistíochta treoirlínte na Roinne a leanúint, is féidir glacadh le páiste i ranganna nach ranganna na naíonán iad, má tá spás ar fáil agus má tá an páiste agus a t(h)uismitheoir(í)/c(h)aomhnóir(í) sásta glacadh le polasaithe uile na scoile. Mura bhfuil spás sa rang, coimeádfar cód le sonraí na n-iarrthóirí ann. Má osclaítear spás(anna) agus má tá níos mó iarrthóirí ná áiteanna;

a) Tabharfar tús áite do dheartháireacha /dheirfiúracha daltaí reatha na scoile, agus do pháistí na mball foirne reatha má tá an aois oiriúnach don rang sin acu.

b) Páistí atá ag aistriú ó Ghaelscoil eile

c) Tár éis don Bhord an dá chéim ag a) agus b) thuas a chur san áireamh, bainfear úsáid as na catagóirí thíos -

(i) Páistí atá á dtógáil go hiomlán trí Ghaeilge (an páiste is sine ar liosta na n-iarratas i dtosach)
(ii) Páistí a bhfuil Gaeilge mar cheann dá bpríomhtheangacha baile (an páiste is sine ar liosta na n-iarratas i dtosach).
(iii) Páistí a bhfuil an Ghaeilge á labhairt acu agus leo go rialta (an páiste is sine ar liosta na n-iarratas i dtosach).
(iv) Bronnfar áiteanna atá fágtha ansin ar an bpáiste is sine ar liosta na n-iarratas

Tabharfar tosaíocht don iarrthóir is túisce ar an liosta i ngach catagóir. Glacfar le hiarratas óna 9:00 ar an gcéad lá scoile ar aghaidh agus ní bheidh aon fheidhm ag an liosta feithimh tar éis lá deireanach na scoilbhliana. Is gá iarratas nua a dhéanamh do gach scoilbhliain.

7. Ní mór do gach dalta cláraithe, agus dá dtuismitheoir(í)/gcaomhnóir(í), glacadh le gach polasaí de chuid na scoile, go háirithe le héiteas teanga agus le cód iompair na scoile. Tá cóipeanna den dá cháipéis seo ar fáil ar shuíomh na scoile www.gaelscoiloilibheir.ie

8. Déanfaidh an Bord Bainistíochta athbhreithniú bliantúil ar an bpolasaí seo.

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9. Polasaí leasaithe agus faofa 16.9.2019

This policy has been drawn up by An Bord Bainistíochta of Scoil Oilibhéir in accordance with the provisions of the Education Act 1998. The Principal and/or Chairperson will be happy to clarify any matter arising from the policy.

Scoil Oilibhéir is an All Irish Medium School under the patronage of the Catholic Archbishop of Dublin. It was founded in 1975 by a group of parents who wanted the option of having children educated through the medium of Irish in the local community. Please note that although we are a Catholic school, and abide by and promote a Catholic ethos, families from all religious backgrounds, and none, are welcome in our school.

It is a mixed vertical school – Infants to 6th Class. The school operates with the sanction of, and according to rules laid down by, the Department of Education & Skills ('DES') who fund and resource the school. It follows the recognised revised curriculum of the DES which is implemented through Irish.

No applicant is discriminated against on grounds of race, colour, religion, membership of a minority group, politics, educational or physical disability or other. The school fosters a spirit which respects difference.

Our vision in Scoil Oilibhéir is to;
"Nurture and enrich each child, through the medium of Irish, to achieve their full potential"

Enrolment Procedures

1. *Applications will be accepted in writing up to 14:30 on 29th of November 2019.*

a) *Application forms must be obtained from the school office or from the school website, www.gaelscoiloilibheir.ie, completed and returned to the school by hand, by post or by e-mail, before the date specified above. A copy, or scan in the case of email, of the child's Birth Certificate should accompany each application and the application will not be valid without this.*

b) *If you are returning the form by post, it is your responsibility to ensure that the application goes to the correct address in time. If you leave the form in by hand you will be given a receipt on delivery, if you send the form by post you will receive a receipt by return of post, if you send the form by email you will receive a receipt by e-mail.*

c) *Please be aware that the school address is;*

Scoil Oilibhéir
An Chúil Mhín
Cluain Saileach
Baile Átha Cliath 15
D15 PX99

School E-Mail address is;
runai.scoil.oilibheir@gmail.com

d) *Parents/Guardians have the right to appeal any aspect of this procedure to An Bord Bainistíochta in the first instance, and to the DES under Section 29 of the Education Act 1998. Details of the appeals process will be furnished by the Principal upon request.*

2. *The maximum number of children is 30 per class.*

3. *Where the number of applicants exceeds the number of places available places will be allocated, at the discretion of An Bord Bainistíochta, as follows:*

a) *All applicants must be born before 1/3/2016*
b) *Priority will be given to siblings of existing pupils, and to children of current staff members who complete the age criterion as set out in a) above. If there are more applicants than places available then priority will be given to the eldest applicants.*

c) *Where vacancies still exist after taking pupils in b) above into account, a short meeting will be organised with parents/guardians of applicants. This meeting will be used to assess the applicants in order to distribute them into the categories below at d).*

d) *Vacancies will be allocated in the following order:-*

i. *Children being raised totally through Irish (eldest child on application list first).*
ii. *Children being raised with Irish as one of the main home languages (eldest child on application list first).*
iii. *Children being raised with Irish spoken to them and/or by them regularly (eldest child on application list first).*
iv. *Any remaining places will be disibuted to the eldest child on application list*

If the number of applicants in any given group above is greater than the numbert of places available for that group, the places will be distributed to the eldest applicants. If every place is filled from any one group above, the distribution will not continue to the next group

4. *Notification of places will be sent to all candidates within 21 days of these meetings. Those being offered and consequently accepting places will be asked to confirm this in writing by a date specified in the letter of offer.*

a) *A waiting list will be drafted of all applicants remaining after spaces have been allocated using the same criteria. If an offer is rejected in writing, or not accepted by the date specified, that place will be offered to the next child on the waiting list*
b) *All parents/guardians are advised to actively pursue other schooling options for their children in view of the likelihood of excessive demand on places in Scoil Oilibhéir.*

5. *In cases of applicants with special educational or physical needs An Bord Bainistíochta will require a medical /psychological report in order to ascertain the level of support required by the child and to request the appropriate assistance from the DES in advance of the child starting in the school. This has no bearing on allocation of a place.*

6. *Once the Board of Management have followed the Departmental guidelines, children may be enrolled in classes other than Junior Infants provided that there are places available and that both pupil and parent(s)/guardian(s) are happy to accept all school policies. If there is no space in the class, a file will be kept with the applicants' details. If a place opens up and there are more applicants than spaces;*

a) *Priority will be given to brothers and sisters of children already enrolled in the school and to children of staff members as long as they meet the age requirements.*
b) *Children transferring from another Gaelscoil*
c) *The Bord Bainistíochta, having applied points a) and b) above, will apply the categories below; -*
d)
i. *Children being raised totally through Irish (eldest child on application list first).*
ii. *Children being raised with Irish as one of the main home languages (eldest child on application list first).*
iii. *Children being raised with Irish spoken to them and/or by them regularly (eldest child on application list first).*
iv. *Any remaining places will be disibuted to the eldest child on application list.*

Priority will be given to the earliest applicant in each category. Applications will only be accepted from 9:00 on the first day of school in each year and the waiting list will cease to apply on the last day of each school year. A new application must be made for each school year.

7. *Each registered pupil and his/her parent(s)/guardian(s) must undertake to support and comply with all the policies of the school, especially with the language ethos and school code of behaviour. Both documents are available on the school website www.gaelscoiloilibheir.ie.*

8. *An Bord Bainistíochta will conduct an annual review of this policy.*

9. *This policy was revised and approved on 16/9/2019*