

ST. PATRICK'S BOYS' NATIONAL SCHOOL

School Policy Document

Enrolment/Admissions Policy



Brian Horan

Document No: SP0011

5th November 2018



St. Patrick's Boys' National School

Portrane Rd., Donabate, Co. Dublin

Ph/Fax: 8436168

Scoil Naomh Pádraig (Buachailli)

Principal: Brian Horan

www.stpatsbns.ie

Roll No: 16267G



Enrolment Policy

St. Patrick's Boys' National School is a Roman Catholic School (which is established in connection with the Minister for Education). It aims to promote the full and harmonious development of all aspects of the person of the pupil: intellectual, physical, cultural, 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 in the life, death and resurrection of Jesus Christ. As a Catholic school we provide religious education for pupils in accordance with the doctrines, practises and tradition of the Roman Catholic Church and promote the formation of our pupils in the Catholic Faith.

ADMISSIONS POLICY

This policy is set out in accordance with the Education Act of 1998. In setting out this policy the Board of Management trusts that parents will be assisted in relation to enrolment matters.

The Chairperson of the Board of Management, Mrs. Mary Brooks and the School Principal, Mr. Brian Horan, St. Patrick's B.N.S., Donabate, Co. Dublin (Ph: 8436168) will be happy to clarify any matters arising from the policy.

- St. Patrick's Boys National School, Portrane Road, Donabate, Co. Dublin, (Ph: 8436168) is a Roman Catholic school under the Patronage of the Archbishop of Dublin, Diarmuid Martin.
- There are 24 teachers in the school including Mr. Horan, the Principal. There are 15 class teachers. There are also eight other teachers, who provide learning support and support for children with additional educational needs. The school teaches boys from Junior Infants to 6th class.



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The school depends on grants and teacher resources provided by the Department of Education and Skills. It operates within the regulations laid down from time to time by the Department. School policy must have regard to resources and funds available.

The school follows the curricular programmes prescribed by the Dept. of Ed.& Skills, which may be amended from time to time in accordance with Sections 9 and 30 of the Education Act (1998).

Within the context and parameters of Department regulations and programmes, the rights of the Patron, as set out by the Education Act 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 with the school.
- Parental choice in relation to enrolment.
- Respect for the diversity of values, beliefs, traditions, languages and ways of life in society.

For further information please consult the Parent's Handbook.



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ADMISSIONS CRITERIA

This school serves the needs of boys of the parish of Donabate, Portrane and Balheary.

All pupils and their parents are expected to respect and honour the school's ethos. As a general principle, the Board of Management will enrol all children who apply to the school. However, the Board must have regard for any relevant Dept. of Ed. & Sc. Guidelines in relation to class size/staffing provision and other relevant requirements concerning accommodation and the health and welfare of children.

Depart. Of Ed. & Skills, requires that pupils may only be enrolled after their 4th birthday although compulsory attendance does not apply until the age of 6 years.

Two categories of pupils seeking admission will be considered:

(A) Children who have never previously attended school

i.e. Junior Infants - Children aged 4/5 who have never been to school:-

(1) Children will be accepted at school in the following September.



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If it is not possible to admit all applicants for school the following order of priority will apply:-

- (i) Children whose siblings attend St. Patrick's National Schools (Boys' School and Girls' School) and children of staff of either school.*
- (ii) Other children resident in Donabate, Portrane and Balheary.*
- (iii) Any other applicant.*

Within each category, places will be offered strictly according to age.

- (2) Older children who have never been to school

Unusual circumstance will require case-by-case decisions.

- (B) Those who have previously attended school elsewhere.**

- (1) Children who seek admission because of a change of residence.

Every effort will be made to accept children into the school immediately. However, maximum class sizes cannot be significantly breached, nor can re-organisation of classes mid-year be justified to allow for admission of one or two children.



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Where a place cannot be provided in the child's class, a place can be offered in a higher or lower class until June with necessary adjustments to be made in the following school year.

(2) Pupils already resident in the parish but attending school elsewhere:-

These children will normally be accepted at the beginning of a school term/quarter if all children in section B (1) have been accommodated.

School reports will always be sought prior to a child's admission to school. This is to ensure that any special need the child may have can be catered for. In considering these cases it will be necessary to consider whether these children have special needs and whether the school has the resources to meet these needs.

PROCEDURES

Parents are invited to notify us in advance that their children will reach school going age in any particular year. This information allows us to plan for the future. However, it does not give any priority for admission.

During the school year prior to a child's proposed entry to Junior Infants, parents will be requested to return an application to the school. Parents who have previously contacted us will be advised by post. The Board of Management will also communicate to the school community via our website, notices in shop windows and via local playschools. Each year a date will be set for offering places. Parents who approach the school seeking admission after this date will be accommodated only if maximum class size guidelines will not be breached.



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Roles and Responsibilities

It is the responsibility of all the stakeholders (staff, parents and Board of Management) to familiarise themselves with the terms of this policy and to contribute positively to its on-going implementation within the school setting.

This policy will be reviewed in the academic year 2018-2019 and subsequently every three years, unless changes are required by legislation or other needs arise before then.

Brian Haran

Príomhoide

Mary Brooks

Chairperson

Board of Management