

# Gaelscoil an Inbhir Mhóir

## Enrolment Policy

Gaelscoil an Inbhir Mhóir is an interdenominational primary school under the patronage of An Foras Patrúnachta and is situated in the grounds of Arklow United Soccer Club on Emoclew Road, Arklow. The school aims to promote the full and harmonious development of all pupils: cognitive, intellectual, physical, cultural, moral and spiritual. It welcomes pupils of all creeds. Formal religious education deals with Church of Ireland and Catholic Religions.

There are sixteen full time teachers, including an administrative principal, resource and learning support teachers. The school caters for the full range of classes from Junior Infants to Sixth class.

Children enrolled in Gaelscoil an Inbhir Mhóir are required to co-operate with and support the school's Code of Behaviour as well as all other policies. Parents/Guardians are responsible for ensuring that their child(ren) co-operate with these policies in an age-appropriate way.

Gaelscoil an Inbhir Mhóir operates under the Rules for National Schools and Departmental Circulars and is funded by grants and teachers resourced by the Department of Education and Science. The school is subject to The Education Act (1998), The Education Welfare Act (2000), The Education for Persons with Special Education Needs Act (2004) and all relevant equality legislation. Gaelscoil an Inbhir Mhóir follows the curricular programmes laid down by the Department of Education and Science.

### **Application Procedure**

The Board of Management will communicate generally to the school community through appropriate channels e.g. newsletter, parents letters etc to outline the application for enrolment procedures.

Parents seeking to enrol their child(ren) in Gaelscoil an Inbhir Mhóir should return a completed enrolment application form (available in the office and on our website). Parents of children enrolled in Junior Infants will be invited to an open day in the in the final term of school each year.

No child is refused admission for reasons of ethnicity, special educational needs, disability, language/accents, gender, traveller status, asylum-seeker/refugee status, religious/political beliefs and values, family or social circumstances.

The completion of an application form or the placement of your child's name on a list, however early, does not confer an automatic right to a place in the school.

## **Procedures**

As a general principle and insofar as practicable having regard to the enrolment policy of Gaelscoil an Inbhir Mhóir, children will be enrolled on application provided there is space available.

Pupils will, as a rule, only be admitted to Junior Infant classes during the month of September. Children may be admitted to a Junior Infant Class during the school year provided they are transferring from another school.

## **Decision making**

Decisions in relation to application for enrolment are made by the Board of Management. To assist the school in circumstances such as overcrowding, the Board of Management reserves the right to determine the maximum number of children in each separate classroom bearing in mind Department of Education and Science guidelines in relation to class size and staffing provisions. Other factors that may be considered are:

- Size of and available space in classrooms.
- Educational needs of children of a particular age.
- Multi-grade classes.
- Presence of children with special educational/behavioural needs.

In the event of the number of children seeking enrolment in any given class exceeding the number of places available the following criteria will be used to prioritise children for enrolment:

- A. Brothers and sisters (including stepsiblings, resident at same address) of children already enrolled.
- B. Children with a parent or parents with fluent Irish (attended a Gaelscoil/Meánscoil Lán Ghaeilge or hold a 3<sup>rd</sup> level Qualification)
- C. In order of enrolment
- D. In the event of being unable to enrol a child(ren) from categories A, B, C in a given class at the beginning of a year, or mid-year, such children will receive priority (in order of A, B, C) for the subsequent school year over other children on the class waiting list.

Other pupils may transfer to the school at any time subject to school policy, available space, the provisions of the Education Welfare Act (2000) and in some cases the approval of the Department of Education and Science.

## **Children with Special Needs**

Children with special needs enrolling in Gaelscoil an Inbhir Mhóir will be resourced in accordance with the level of resources provided by the Department of Education and Science to the Board of Management

The Board of Management may request a copy of the child's medical and/or psychological report or request that the child be assessed immediately in order to assist the school in establishing the educational needs of the child and to profile the support services required. The Board of Management will endeavour to have all resources and support in place before the child is admitted to the school. This may include visiting teacher service, resource teacher, special needs assistants etc, specialised equipment or furniture, transport services etc.

The school will meet with the parents of the special needs child to discuss the school's suitability for the child. If necessary a full case conference may be called including parents, class teacher, learning support teacher, resource teacher and psychologist or social workers as appropriate.

It may be necessary for the Board of Management to defer enrolment of a child pending assessment report and/or provision of resources by the Department of Education and Science to meet the needs specified by in the psychological or medical report.

Notwithstanding the availability of such resources, parents of children who are unsatisfied with level of educational provision in our school are advised to consider a special school, which is designed and resourced to specifically cater for the needs of children with special educational needs.

### **Appeals Procedure**

Parents who are dissatisfied with an enrolment decision may appeal to the Board of Management. It must be addressed, in writing, to the Chairperson of the Board, stating the grounds for the appeal, and lodged within ten days of receiving the refusal. Parents, if unhappy with the result of this appeal, may appeal to the Department of Education and Science under Section 29 of the Education Act on the official form provided by the Department. This appeal must be lodged within 42 days of receipt of the refusal from the school to enroll.

This policy has been compiled in consultation with staff, parents/guardians and Board of Management.