



# GAELSCOIL CHNOC na RÉ

Baile Uí Dhúgáin (Ballydoogan) - Sligeach

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## Enrolment/Admission Policy

The Board of Management of Gaelscoil Chnoc na Ré is setting out this policy in accordance with the provisions of the Education Act 1998. The Board trusts that by so doing parents will be assisted in relation to enrolment matters and that, furthermore, the Chairperson of the Board of Management, Bartley Ó Gabháin, Larkhill Road, Sligo and the Principal, Mícheál Ó Broin (071) 9174019, will be happy to clarify any further matters arising from the policy. This policy was updated in March 2011.

School Name: Gaelscoil Chnoc na Ré

Address: Baile Uí Dhúgáin,  
Sligeach

Telephone No. (071) 9174019

Gaelscoil Chnoc na Ré is an all Irish Catholic school which is accepting of other religions. Our patron is Foras Pátrúnachta na Scoileanna LánGhaeilge Teo.

Number of Teachers: There are seven Mainstream Class Teachers, a Learning Support Teacher and Administrative Principal employed in the school.

Class Range: Gaelscoil Chnoc na Ré is a developing school. We presently have pupils in junior infants to sixth class. Each year we bring in a new class. Our school is a mixed school (both boys and girls).

Gaelscoil Chnoc na Ré depends on the grants and teacher resources provided by the Department of Education and Science. We operate within the regulations laid down, from time to time, by the Department. Gaelscoil Chnoc na Ré follows the curricular programme prescribed by the Department of Education and Science. This 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 are set out in the Education Act and the funding and resources available.

Gaelscoil Chnoc na Ré supports the principles of:

- (a) Inclusiveness, particularly with reference to the enrolment of children with a disability or other special educational need
- (b) Equality of access and participation in the school
- (c) Parental choice in relation to enrolment
- (d) Respect for the diversity of values, beliefs, traditions, language and ways of life in society.

School opening hours: School will open to receive children at 8:50am. Junior and senior infants will finish at 1:30 p.m. Children in first to sixth class will finish at 2:30 p.m.

### **Application Procedure**

Parents who wish to enrol pupils in junior infants may do so by coming to the school on the open day (generally takes place in early May). Applications may also be made earlier in the year by filling in details on an application form and returning the form to the school. An advertisement regarding enrolment day will be placed in the local newspapers and news bulletins one to two weeks prior to the date.

### **Provision of Key Information by Parents**

Certain information will be required when children are being enrolled. This may be filled in on the enrolment form:

- Pupil's name, age, address
- Name and address of pupil's parents/guardians
- Contact telephone number
- Contact telephone number in case of emergency
- Details of any medical or psychological conditions which the school should be aware of
- Religion
- Previous schools attended, if any, and reasons for transfer, if applicable
- Any other relevant information as may be prescribed under the Education Act 1998.

### **Decision Making**

Decisions in relation to applications for enrolment are made by the Board of Management of Gaelscoil Chnoc na Ré in accordance with school policy. Children will be enrolled on application, provided that there is a space available. In the event that applications exceed/are expected to exceed maximum class size as set by the Board, or minimal square footage per child in accordance with D.E.S., places will be allotted to children on the following basis:

- (a) First place to brothers and sisters of children in the school.
- (b) Children coming from other Gaelscoileanna or Irish speaking backgrounds.
- (c) Children of school employees.
- (d) In the order that the application is received until the class is filled.

Children will not be accepted into classes beyond first class unless they have been taught through the medium of Irish. In an exceptional case, a child may be accepted for enrolment at the discretion of the Board of Management after due assessment.

The Board of Management is bound by the Department of Education and Science's 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.

### **Admission Date**

Because our school is a developing school we will accept children enrolling in the infant and first classes at any stage during the school year.

### **Enrolment of Children with Special Needs**

In relation to the enrolment of children with special needs the Board of Management request a copy of the child's medical and psychological report. Where such a report is not available parents are requested to get the child assessed immediately. The purpose of the assessment report is to assist the school in establishing the educational and training needs of the child relevant to his/her disability or special needs and to profile the support service required.

Following receipt of the report, the Board of Management will assess how they will meet the needs specified in the report. These resources may include, for example, access to or the provision of any one or a combination of the following: visiting teacher service, resource teacher. For special needs - special needs assistant, specialised equipment or furniture, transport services or other.

School will meet with the parents of the child to discuss the child's needs. If necessary, a full case conference involving all parties will be held which may include parents, principal, class

teacher, remedial teacher, special class teacher, resource teacher, and psychologist as appropriate.

Enrolment of a particular child may be deferred pending:

- the receipt of an assessment report and/or
- the provision of appropriate resources by the Department of Education and Science to meet the needs specified in the psychological report and/or medical report.

### **Pupils Transferring**

Pupils may transfer to the school at any time subject to space, availability and approval of the Department of Education and Science. Pupils transferring must bring with them information concerning attendance and educational progress.

### **Code of Behaviour**

The code of behaviour of Gaelscoil Chnoc na Ré is attached.