



Derryooper National School Policies

Roll Number: 17547R

Patron: Most Rev. Michael Duignan, Bishop of Clonfert

Chairperson: Fr. Kieran O'Rourke P.P.

Phone: 0860483344

Principal: Padraig Lohan

Admissions Policy

1. Introduction

This Admission Policy complies with the **Education Act 1998**, the **Education (Admission to Schools) Act 2018**, and the **Equal Status Act 2000**. It has been developed by the **Board of Management** in consultation with the school staff, patron, and parents of current students. The policy is approved by the patron and is available on the school website or in hard copy upon request.

Application forms for admission are available on the school's website and can also be requested in hard copy. **Submitting an application form does not guarantee admission.**

2. School Correspondence

The address provided in the application will be used for all communication regarding enrolment. Please note that placing a child's name on an enrolment list does not guarantee admission.

3. School Ethos and Objectives

Derryooper National School is a **Catholic co-educational primary school** under the patronage of the **Bishop of Clonfert**. The school follows a **Catholic ethos**, fostering the **intellectual, physical, cultural, moral, and spiritual development** of each student. Religious education is provided in accordance with the doctrines and practices of the **Roman Catholic Church**.

The Board of Management is committed to maintaining this ethos and ensuring that **all students feel valued and supported** within a caring learning environment.

4. Admission Statement

Derryoover National School **does not discriminate** in its admission of students based on:

- Gender
- Civil status
- Family status
- Sexual orientation
- Religion
- Disability
- Race or ethnicity
- Membership of the Traveller community
- Special educational needs

The school collaborates with the **National Council for Special Education (NCSE)** to support students with special educational needs, in line with the **Education for Persons with Special Educational Needs Act 2004**.

The school may **give preference to Catholic students** where it is necessary to maintain the religious ethos of the school.

5. Admission of Students

The school will accept all students seeking admission unless:

- The school is **oversubscribed** (see section 6 for details).
- A parent **fails to agree to the school's Code of Behaviour** in writing.

Children with special needs will be supported based on resources provided by the **Department of Education and Science**. The Board of Management may request medical or psychological assessments to determine appropriate support for the child before admission.

A meeting with the parents of a child with special needs may be arranged to discuss the suitability of the school for the child. If necessary, a **full case conference** may be convened.

6. Oversubscription

If the school receives more applications than available places, the following selection criteria will apply **in order of priority**:

1. Siblings of current students, with priority given to the eldest.
2. Children residing in the parish, with priority given to the eldest.
3. Children living along the school transport route.
4. Random selection (verified independently) if required.

7. What Will Not Be Considered in Admissions

The following factors will not influence admission decisions:

- Attendance at a specific pre-school.
- Payment of fees or contributions.

- Academic ability or aptitude.
- Occupation or status of parents.
- Attendance at interviews or school events.
- Connection to the school through family members (with certain exceptions).
- Date and time of application submission.

8. Decisions on Applications

Admission decisions will be based on:

- **The school's Admission Policy.**
- **The school's Annual Admission Notice.**
- **Information provided on the official application form.**

Parents will be notified of the decision **within 21 days** of the application closing date. Admissions will adhere to **Department of Education and Science (DES) guidelines** on class size, accommodation, and health and welfare considerations.

9. Notification of Admission Decisions

Applicants will receive written notification of their admission decision. If an applicant is **not offered a place**, they will be informed of:

- The **reasons for refusal**.
- Their **ranking on the waiting list**.
- Their right to **seek a review or appeal the decision**.

10. Acceptance of Admission Offers

Parents must confirm:

- Whether they have accepted offers from other schools.
- Whether they are awaiting confirmation of offers from other schools.

11. Withdrawal of Admission Offers

An offer of admission may be withdrawn if:

- False or misleading information is provided.
- Acceptance of the offer is not confirmed within the specified timeline.
- Parents fail to agree to the school's **Code of Behaviour**.

12. Sharing of Data with Other Schools

In accordance with the **Education (Admission to Schools) Act 2018**, the school may share relevant admission information with other schools.

13. Waiting List

If the school is **oversubscribed**, a waiting list will be maintained for the current school year. Any available places will be offered in the order of the **waiting list**.

14. Late Applications

Late applications will be considered if places are available. If the school is full, late applicants will be placed on the **waiting list**.

15. Admission to Other Years

Students applying for **mid-year transfers** or admission to other class levels will follow the same admission criteria and process.

16. Fees

Derryoover National School **does not charge application or admission fees**, nor does it require payments as a condition of continued enrolment.

17. Non-Attendance of Religious Instruction

Parents who wish for their child to **attend the school without participating in religious instruction** should submit a written request to the **Principal**. A meeting will be arranged to discuss how this request can be accommodated.

18. Review and Appeal

Parents may request a **review of an admission decision** by the **Board of Management** under **Section 29C of the Education Act 1998**. Appeals may also be made under **Section 29** to an independent committee appointed by the **Minister for Education and Skills**.

19. Implementation and Review

This policy will be reviewed regularly by the **Board of Management** and updated as needed.

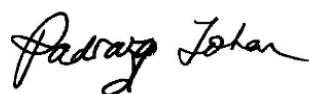
20. Ratification

This policy was ratified by the **Board of Management of Derryoover National School** on _____ **(Date)**.

Signed:

Chairperson, Board of Management: _____

Principal, Derryoover National School:



Date:

19 February 2025

