



Scoil Náisiúnta Naomh  
Fheargus,  
An Gleann,  
Co. Luimnigh.  
St.Fergus' National School,  
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## **Admission Policy of St. Fergus' National School**

**School Address: Glin, Co. Limerick**

**School Website: [www.stfergusns.ie](http://www.stfergusns.ie)**

**Roll number: 20102T**

**School Patron: Bishop Brendan Leahy of Limerick**

## 1. Introduction

This Admission Policy complies with the requirements of the Education Act 1998, the Education (Admission to Schools) Act 2018 and the Equal Status Act 2000. In drafting this policy, the board of management of the school has consulted with school staff, the school patron and with parents of children attending the school.

The policy was initially approved by the school patron on 14<sup>th</sup> December 2020. It is published on the school's website and will be made available in hard copy, on request, to any person who requests it.

The policy is being reviewed, for the fourth time, in September 2024 in light of us having two Autism Classes in St. Fergus National School now.

It also takes into consideration the

-Bí Cineálta Guidelines June 2023. <https://assets.gov.ie/246065/ca72e39e-e657-4d3d-82ed-83e1d0122c8f.pdf>It also considers the following documents;

-The Inclusion Framework: N.C.S.E.

[https://ncse.ie/wpcontent/uploads/2014/10/InclusiveEducationFramework\\_InteractiveVersion.pdf](https://ncse.ie/wpcontent/uploads/2014/10/InclusiveEducationFramework_InteractiveVersion.pdf)

-Autism, Best Practice Guidance for Schools <https://assets.gov.ie/246065/ca72e39e-e657-4d3d-82ed-83e1d0122c8f.pdf>

The relevant dates and time lines for St Fergus' National School's admission process are set out in the school's annual admission notice which is published annually on the school's website at least one week before the commencement of the admission process for the school year concerned.

**This policy must be read in conjunction with the Annual Admission Notice for the school year concerned, St. Fergus NS Inclusion Policy and our Additional Support Policy.**

The application form for admission is published on the school's website and will be made available in hard copy on request to any person who requests it.

## 2. Characteristic spirit and general objectives of the school

St. Fergus' National School is a Catholic co-educational primary school with a Catholic ethos under the patronage of the Bishop of Limerick.

"Catholic Ethos" in the context of a Catholic primary school means the ethos and characteristic spirit of the Roman Catholic Church, which aims at promoting:

- (a) the full and harmonious development of all aspects of the person of the pupil, a living relationship with God and with other people; and
- (b) including the intellectual, physical, cultural, moral and spiritual aspects; and
- (c) a philosophy of life inspired by belief in God and in the life, death and resurrection of Jesus; and
- (d) the formation of the pupils in the Catholic faith;

and which school provides religious education for the pupils in accordance with the doctrines, practices and traditions of the Roman Catholic Church, and/or such ethos and/or characteristic spirit as may be determined or interpreted from time to time by the Irish Episcopal Conference.

In accordance with S.15 (2) (b) of the Education Act, 1998 the Board of Management of St. Fergus' National School shall uphold, and be accountable to the patron for so upholding, the characteristic spirit of the school as determined by the cultural, educational, moral, religious, social, linguistic and spiritual values and traditions which inform and are characteristic of the objectives and conduct of the school.

### **Mission Statement**

The aim of the Board of Management and Staff of St. Fergus' N.S. is to create an ordered and orderly environment in which pupils can, through developing self-discipline, feel secure and make progress in all aspects of their development. All members of staff are committed to creating a positive and respectful environment to ensure that St. Fergus' National School is a happy school.

The school has two basic guiding principles:

- We respect ourselves and others
- We respect the environment and things that belong to other people.

In adapting a positive approach to the question of behaviour in the school our aim is to:

- Promote positive behaviour and self-discipline, while recognising the differences between children and the need to accommodate these differences
- Create an atmosphere of respect, and consideration for others
- Allow the school to function in an orderly way so that its pupils can thrive and develop to their full potential
- To ensure the safety and well-being of all members of the school community
- Assist the parents and children in understanding the systems and procedures that form part of the Code of Behaviour and to seek their co-operation in the application of these procedures
- Ensure that the system of expectations, rewards and sanctions is implemented in a fair and consistent manner throughout the school, recognising the differences between children and the need to accommodate these differences.

### **3. Admission Statement**

St. Fergus National School will not discriminate in its admission of a student to the school on any of the following:

- (a) the gender ground of the student or the applicant in respect of the student concerned,
- (b) the civil status ground of the student or the applicant in respect of the student concerned,
- (c) the family status ground of the student or the applicant in respect of the student concerned,
- (d) the sexual orientation ground of the student or the applicant in respect of the student concerned,
- (e) the religion ground of the student or the applicant in respect of the student concerned,
- (f) the disability ground of the student or the applicant in respect of the student concerned,
- (g) the ground of race of the student or the applicant in respect of the student concerned,
- (h) the Traveller community ground of the student or the applicant in respect of the student concerned,  
or
- (i) the ground that the student or the applicant in respect of the student concerned has special educational needs

As per section 61 (3) of the Education Act 1998, 'civil status ground', 'disability ground', 'discriminate', 'family status ground', 'gender ground', 'ground of race', 'religion ground', 'sexual orientation ground' and 'Traveller community ground' shall be construed in accordance with section 3 of the Equal Status Act 2000.

St. Fergus National School is a school which has established two classes, with the approval of the Minister for Education and Skills, which provides an education exclusively for students with a category or categories of special educational needs specified by the Minister (Autism) and may refuse to admit to the class a student who does not have the category of needs specified.

St. Fergus' National School is a school whose objective is to provide education in an environment which promotes certain religious values and does not discriminate where it refuses to admit as a student a person who is not of the Catholic faith and it is proved that the refusal is essential to maintain the ethos of the school.

*Note for Parents: the inclusion of the above wording was mandated by the Education (Admission to Schools) Act 2018.*

St. Fergus National School will co-operate with the National Council for Special Education in the performance by the council of its function under the education for persons with Special Educational Needs Act 2004 relating to the provision of education to children with special educational needs, including in particular by the provision and operation of a special class or classes when requested to do so by the Council.

St. Fergus National School will comply with any direction served on the Patron or the Board, as the case may be, under section 37A and any direction served on the Board under section 67(4B) of the Education Act.

#### **4. Categories of Special Educational Needs catered for in St. Fergus National School's Special Class.**

St. Fergus National School with the approval of the Minister of Education & Skills, has two Autism Classes to provide an education exclusively for students with Autism Spectrum Disorder.

This class is for children;

- Who have a recognised diagnosis of Autism.
- Who have been recommended for placement in an Autism class in a mainstream primary school.
- Who has the potential to integrate into a mainstream, age appropriate class.
- St. Fergus National School Autism Classes cater for students from Junior Infants to 3rd Class currently.
- Places will be allocated by the Autism Class Admissions Team to the maximum of 12 students for the academic year 2024/25.

Our Autism classes offer an autism specific learning environment within a mainstream co-educational primary school. This setting facilitates optimum inclusion in mainstream education as part of the school community, as appropriate, while having due regard for levels of general learning disability, resources and each child's current suitability for such inclusion.

We wish to provide a broad curriculum which focuses on the abilities and strengths of each child while supporting his/her areas of need. We will strive to enhance the communicative and social skills of the children in the Autism Classes.

## 5. Admission of Students.

The Board of Management of St. Fergus National School will have regard for relevant Department of Education and Skills (DES) Guidelines in relation to class size and staffing provision and/or any other relevant requirements concerning accommodation including physical space and the health and welfare of children.

This school shall admit each student seeking admission except where –

- a) the school is oversubscribed (please see [section 6](#) below for further details)
- b) a parent of a student, when required by the principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student

St. Fergus' National School is a Catholic school and may refuse to admit as a student a person who is not of the Catholic faith where it is proved that the refusal is essential to maintain the ethos of the school.

*Note for Parents: the inclusion of the above wording was mandated by the Education (Admission to Schools) Act 2018.*

The special class attached to St. Fergus National School provides an education exclusively for students with Autism Spectrum Disorder and the school may refuse admission to this class, where the student concerned does not have the specific category of Special Educational Needs provided for in this class.

- Registration for a place in an Autism Class in St. Fergus National School begins with a referral from the SENO, outside agencies, a telephone call or a visit from parents.
- Requests for enrolment application forms for a place in an Autism Class and queries regarding supporting documentation should be made to: The Principal, St. Fergus National School, Glin, Co. Limerick. Tel: 068-34344
- A School Enrolment Application Form for the class for pupils with Autism is then sent to parents who complete and return the form to the school. **NB: Receipt of Enrolment Application Form, psychologist report and written recommendation by the school does not constitute an offer of a place nor does it guarantee a place in the school. It is simply the recording of an application for admission to our school.**

The Enrolment Application for the Autism Class must be accompanied by all of the following supporting documentation:

1. The child must have a diagnosis of autism/autistic spectrum disorder made using the DSM-IV/V or ICD10 by the psychologist or team.
2. An original birth certificates
3. A written psychologist assessment/report or a written report from a multi-disciplinary team must be provided. A multi-disciplinary team may consist of a clinical psychologist, occupational therapist, speech & language therapist, social worker and a therapist. (please note all reports on a child should be provided to the school for assessment by the Autism Class Admissions Team).
4. **There must be a recommendation by the relevant professionals in the report that a special class placement in a mainstream school is both necessary and suitable for the child.** In this regard it should be noted that the academic of the child will be considering when considering an application and will be subject to continuous assessment and review.
5. The school may request further information, a meeting with the parent and the child in the school setting or in their pre-school setting if deemed necessary. The school acknowledges that all children with Autism present with different profiles. For this reason, all applications will be considered on a case by case basis.

Before allocating places the Autism Class Admissions Team, in conjunction with the Principal will:

- Review all applications and all documentation relevant to a child applying for a place in the class for pupils with Autism.
- Come to a decision on the suitability of the class for pupils with Autism to meet the needs of the child.
- **Verify that there is a recommendation from a recognised Psychologist for placement in a special class in a mainstream school.**
- Come to a decision as to the suitability of the child for potential meaningful integration in an age appropriate mainstream class
- Verify that the child is 4 years old on or before August 31st on the year of enrolment

Places will be allocated in the Autism class in accordance with the following criteria and in the following order:

1. Pupils currently enrolled in our mainstream school and seeking to transfer to the Autism class.
2. Applicants with siblings currently enrolled in the school (including step-siblings, resident at the same address), priority eldest.
3. Children living within the Glin parish, priority eldest.
4. Children of past pupils living locally, priority eldest.
5. Children currently enrolled in another local mainstream school, priority eldest., where St. Fergus NS is their nearest Autism Class with space.
6. If spaces are still available, places will be allocated randomly, once an assessment has been made by the Principal and S.E.N. Co-ordinator.

### **Transfers**

Pupils may transfer to the Autism class during the school year subject to availability of places. Pupils transferring must enter the same class level that they are leaving, and have the necessary diagnosis and recommendations as outlined above. The school may request other relevant documentation if a pupil is transferring from another school. All documents need to be received in order for the application to be deemed fully completed.

## **6. Over subscription**

In the event that the school is oversubscribed, the school will, when deciding on applications for admission, apply the following selection criteria in the order listed below to those applications that are received within the time line for receipt of applications as set out in the school's annual admission notice:

### **Selection criteria:**

7. *Applicants with siblings currently enrolled in the school or who have siblings who have attended the school in the past; (including step-siblings, resident at the same address), priority eldest*
8. *Children residing in the parish, priority eldest; if the school is oversubscribed within the application of this particular criterion, then the furthest from the school will be eliminated first.*
9. *Children of current staff members, priority eldest;*
10. *Random selection (independently verified).*

In the event that there are two or more students tied for a place or places in any of the selection criteria categories above (the number of applicants exceeds the number of remaining places), the following arrangements will apply:

-Priority to eldest in accordance with the above criteria

## 11. What will not be considered or considered

In accordance with section 62(7) (e) of the Education Act, the school will not consider or consider any of the following in deciding on applications for admission or when placing a student on a waiting list for admission to the school:

- a) A student's prior attendance at a pre-school or pre-school service, including naíonraí,
- b) the payment of fees or contributions (howsoever described) to the school;
- c) a student's academic ability, skills or aptitude;
- d) the occupation, financial status, academic ability, skills or aptitude of a student's parents;
- e) a requirement that a student, or his or her parents, attend an interview, open day or other meeting as a condition of admission;
- f) the date and time on which an application for admission was received by the school,
- g) a student's connection to the school by virtue of a member of his or her family attending or having previously attended the school;  
*(other than, in the case of the school wishing to include a selection criterion based on (1) siblings of a student attending the school currently)*

This is subject to the application being received at any time during the period specified for receiving applications set out in the annual admission notice of the school for the school year concerned.

## 12. Decisions on applications

All decisions on applications for admission to St. Fergus' N.S. will be based on the following:

- Our school's Admission Policy
- The school's Annual Admission Notice
- The information provided by the applicant in the school's official application form received during the period specified in our annual admission notice for receiving applications. Applications for a place in an Autism Class must provide supporting documentation as listed earlier.

(Please see [section 14](#) below in relation to applications received outside of the admissions period and [section 15](#) below in relation to applications for places in years other than the intake group.)

Selection criteria that are not included in our school admission policy will not be used to decide on an application for a place in our school.

## 13. Notifying applicants of decisions

Applicants will be informed in writing as to the decision of the school, within the time line outlined in the annual admissions notice.

If a student is not offered a place in our school, the reasons why they were not offered a place will be communicated in writing to the applicant, including, where applicable, details of the student's ranking against the selection criteria and details of the student's place on the waiting list for the school year concerned.

Applicants will be informed of the right to seek a review/right of appeal of the school's decision (see [section 18](#) below for further details).

#### **14. Acceptance of an offer of a place by an applicant**

In accepting an offer of admission from St. Fergus' N.S., you must indicate—

- (i) whether or not you have accepted an offer of admission for another school or schools. If you have accepted such an offer, you must also provide details of the offer or offers concerned and
- (ii) whether or not you have applied for and awaiting confirmation of an offer of admission from another school or schools, and if so, you must provide details of the other school or schools concerned.

#### **15. Circumstances in which offers may not be made or may be withdrawn**

An offer of admission may not be made or may be withdrawn by St. Fergus' N.S. where—

- (i) it is established that information contained in the application is false or misleading.
- (ii) an applicant fails to confirm acceptance of an offer of admission on or before the date set out in the annual admission notice of the school.
- (iii) the parent of a student, when required by the principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student; or
- (iv) an applicant has failed to comply with the requirements of 'acceptance of an offer' as set out in [section 10](#) above.

#### **16. Sharing of Data with other schools**

Applicants should be aware that section 66(6) of the Education (Admission to Schools) Act 2018 allows for the sharing of certain information between schools in order to facilitate the efficient admission of students. Section 66(6) allows a school to provide a patron or another board of management with a list of the students in relation to whom—

- (i) an application for admission to the school has been received,
- (ii) an offer of admission to the school has been made, or
- (iii) an offer of admission to the school has been accepted.

The list may include any or all of the following:

- (i) the date on which an application for admission was received by the school;
- (ii) the date on which an offer of admission was made by the school;
- (iii) the date on which an offer of admission was accepted by an applicant;
- (iv) a student's personal details including his or her name, address, date of birth and personal public service number (within the meaning of section 262 of the Social Welfare Consolidation Act 2005).



## 17. Waiting list in the event of over subscription

In the event of there being more applications to the school year concerned than places available, a waiting list of students whose applications for admission to St. Fergus' N.S. were unsuccessful due to the school being oversubscribed will be compiled and will remain valid for the school year in which admission is being sought.

Placement on the waiting list of St. Fergus' N.S. is in the order of priority assigned to the students' applications after the school has applied the selection criteria in accordance with this admission policy. Applicants whose applications are received after the closing date, outlined in the Annual Admission Notice, will be placed at the end of the waiting list in order of the date of receipt of the application. Offers of any subsequent places that become available for and during the school year in relation to which admission is being sought will be made to those students on the waiting list, in accordance with the order of priority in relation to which the students have been placed on the list.

## 18. Late Applications

All applications for admission received after the closing date as outlined in the annual admission notice will be considered and decided upon in accordance with our school's admissions policy, the Education Admissions to School Act 2018 and any regulations made under that Act.

Late applicants will be notified of the decision in respect of their application no later than three weeks after the date on which the school received the application. Late applicants will be offered a place if there is place available. In the event that there is no place available, the name of the applicant will be added to the waiting list as set out in Section 13.

## 19. Procedures for admission of students to other years and during the school year

The procedures of the school in relation to the admission of students who are not already admitted to the school to classes or years other than the school's intake group are as follows:

*Applications for enrolment during the school year will be considered subject to school policy, available space and the provision of information concerning attendance and the child's educational progress. Such applications will be dealt with on a case-by-case basis but will normally only be considered for admission on the first day of each new term unless the applicant is newly resident in the area.*

The procedures of the school in relation to the admission of students who are not already admitted to the school, after the commencement of the school year in which admission is sought, are as follows:

*In the event of there being more applications to the school year concerned than places available, a waiting list of students whose applications for admission to St. Fergus' N.S. were unsuccessful due to the school being oversubscribed will be compiled and will remain valid for the school year in which admission is being sought.*

*Placement on the waiting list of St. Fergus' N.S. is in the order of priority assigned to the students' applications after the school has applied the selection criteria in accordance with this admission policy.*

**Junior Infants, with the exception of students transferring from another school, may only be admitted to the school prior to 30<sup>th</sup> September of the school year in which admission is being sought.**

## 20. Declaration in relation to the non-charging of fees

The board of St. Fergus' N.S. or any persons acting on its behalf will not charge fees for or seek payment or contributions (howsoever described) as a condition of-

- (a) an application for admission of a student to the school, or
- (b) the admission or continued enrolment of a student in the school.

## 21. Arrangements regarding students not attending religious instruction

Our school is of a Catholic ethos and, in keeping with that ethos, children of all or no other faith are welcome to apply to this school.

We respect the decision of parents to withdraw their child/children from taking part in the religious education curriculum, religious ceremonies, school Masses, etc.

The following are the school's arrangements for students, where the parent(s)/guardian(s) have requested that the student attend the school without attending religious instruction (etc.) in the school. These arrangements will not result in a reduction in the school day of such students:

1. A written request should be made by parents/guardians to the Principal of St. Fergus' N.S. requesting a meeting to discuss their wish to withdraw their child from religious instruction.
2. At this meeting the Principal will supply written details of how St. Fergus' N.S. will accommodate their child's withdrawal from religious instruction. This will include;
  - Days and times when religious instruction will take place in their child's class
  - Where the child will go during religious instruction for their class
  - Details of work/activities which will be assigned to their child for the duration of religious instruction
3. Parents and Principal will sign this document. Parents will receive a copy and a copy will be retained in a file in the School Office.
4. This document will be reviewed annually as the child moves through the school.

## 22. Reviews/appeals

### **Review of decisions by the board of Management**

The parents/guardians of the student, may request the board to review a decision to refuse admission. Such requests must be made in accordance with Section 29C of the Education Act 1998.

The time line within which such a review must be requested and the other requirements applicable to such reviews are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

The board will conduct such reviews in accordance with the requirements of the procedures determined under Section 29B and with section 29C of the Education Act 1998.

**Note:** Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998.

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998.

**Right of appeal**

Under Section 29 of the Education Act 1998, the parents/guardians of the student, may appeal a decision of this school to refuse admission.

An appeal may be made under Section 29 (1) (c) (i) of the Education Act 1998 where the refusal to admit was due to the school being oversubscribed.

An appeal may be made under Section 29 (1) (c) (ii) of the Education Act 1998 where the refusal to admit was due a reason other than the school being oversubscribed.

Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the board of management **prior to making an appeal** under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Appeals under Section 29 of the Education Act 1998 will be considered and determined by an independent appeals committee appointed by the Minister for Education and Skills.

The timeline within which such an appeal must be made and the other requirements applicable to such appeals are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

Patron Approval has been received for this policy

The policy was ratified by the Board of Management of St. Fergus' N.S. at a meeting on the 15th October 2024.

Next review date: September 2025 or sooner if deemed necessary.

Signed:

\_\_\_\_\_

Date: October 2024

CHAIRPERSON,  
BOARD OF MANAGEMENT

The contents of this policy have been approved by St. Senan's Education Office, acting on behalf of the Patron



**Appendix (1)**

**Enrolment Application Form**  
**St. Fergus' N.S. Enrolment Year**

Pupil's First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_

Address (at which the applicant resides): \_\_\_\_\_

\_\_\_\_\_

Name and class of Sibling(s) currently enrolled: \_\_\_\_\_

\_\_\_\_\_

Parish in which the applicant resides: \_\_\_\_\_

**Parent(s)/Guardian(s) Details:**

Name: \_\_\_\_\_ [ ] Parent [ ] Custodian [ ] Legal Guardian

Address: \_\_\_\_\_

\_\_\_\_\_

Home Tel. \_\_\_\_\_ Mobile \_\_\_\_\_ Email. \_\_\_\_\_

Name: \_\_\_\_\_ [ ] Parent [ ] Custodian [ ] Legal Guardian

Address: \_\_\_\_\_

\_\_\_\_\_

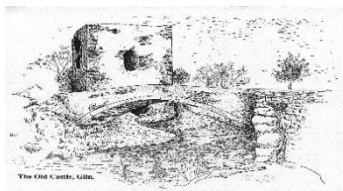
Home Tel. \_\_\_\_\_ Mobile \_\_\_\_\_ Email. \_\_\_\_\_

Signature 1: \_\_\_\_\_ Signature 2: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

Completed enrolment applications must be returned to **St. Fergus' National School** no later than **3:05pm** on 13<sup>th</sup> June 2024

**Appendix (2)**



St. Fergus' National School

Glin, Co. Limerick Roll No:20102T

Principal: Mrs Deirdre Kennelly

Telephone No: 068-34344 Email: [office@stfergusns.ie](mailto:office@stfergusns.ie) Website:stfergusns.ie

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The Department of Education and Skills has developed an electronic database of primary school pupils called the Primary Online Database (POD) which involves schools maintaining and returning data on pupils to the Department at individual pupil level on a live system. This information will be used to evaluate progress and outcomes of pupils at primary level, to validate school enrolment returns for grant payment and teacher allocation purposes, to follow up on pupils who do not make the transfer from primary to post primary level and for statistical reporting.

The database will hold data on all primary school pupils. The database will also contain, on an optional basis, information on the pupil's religion and on their ethnic or cultural background. The data required for POD is marked with an asterisk \*. All other data we need for the efficient running of the school.

In order to assist with the gathering of data please complete the form in CAPITAL LETTERS and return to the school. This form will be retained by the school.

**Please supply a copy of your child's Birth Certificate with returned Enrolment Form.**

\* Pupil First Name: \_\_\_\_\_

\* Pupil Surname: \_\_\_\_\_

\* Birth Cert First Name: (if different from above): \_\_\_\_\_

\* Birth Cert Surname: (if different from above): \_\_\_\_\_

\* Pupil Address: \_\_\_\_\_

\_\_\_\_\_  
\*Nationality: \_\_\_\_\_

\* Date of Birth: \_\_\_\_\_

\*PPSN: \_\_\_\_\_

\* Gender: Male  Female

\* Mother's Maiden Surname: \_\_\_\_\_

\*Is one of the pupil's mother tongues (i.e. language spoken at home) Irish or English Yes  No

\* Religion: \_\_\_\_\_

Admissions Policy: September 2024

Do you consent to uploading data relating to Religion to POD? Yes [ ] No [ ]

\* To which ethnic or cultural background group does your child belong (please tick one)?

(Categories based on the Census of Population)

White Irish [ ]

Irish Traveller [ ]

Roma [ ]

Any other White Background [ ]

Black or Black Irish - African [ ]

Black or Black Irish - Any other Black Background [ ]

Asian or Asian Irish - Chinese [ ]

Asian or Asian Irish - Any other Asian Background [ ]

Other (inc. mixed background) [ ]

No consent [ ]

Do you consent to uploading data relating to ethnicity to POD? Yes [ ] No [ ]

**ENROLMENT REGISTRATION FORM – SCHOOL YEAR 2025/26**

**The following information is required for the efficient running of the school and will not be uploaded to POD**

Father's Name: \_\_\_\_\_ Mother's Name: \_\_\_\_\_

Father's Home/Mobile No/Work: \_\_\_\_\_

Mother's Home/Mobile No/Work: \_\_\_\_\_

In the event of an emergency (accident, sickness etc.) occurring during school hours, and we are unable to contact you, please give 2 other contact names and phone nos.

Name and Phone Number:

(1) \_\_\_\_\_

(2) \_\_\_\_\_

Name & Mobile Number to be used for Text-A-Parent (one number only please):

\_\_\_\_\_  
**(If you change your mobile number during the school year please inform us immediately as it is vital to keep records up to date in case of an emergency.)**

Medical Conditions / Allergies the School Should Be Aware of:

\_\_\_\_\_  
\_\_\_\_\_

Name of Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_

Did Child Attend Pre-School/Play School? Yes ( ) No ( )

Please give details below (Name/address of Pre School, years attended etc.)

\_\_\_\_\_  
\_\_\_\_\_

Are there any problems, concerns or developmental delays the school should be aware of (Please specify here)?

\_\_\_\_\_  
\_\_\_\_\_

Has your child ever had a psychological assessment / assessment of need? (Please provide name of assessor and date of assessment)

\_\_\_\_\_  
\_\_\_\_\_

Has your child ever had a speech and language assessment? (Please provide name of Speech and Language Therapist and date of assessment):

\_\_\_\_\_  
\_\_\_\_\_

**(Please supply the school with copies of any reports that have been carried out on your child This is essential in providing the best education possible for your child)**

Please make the school aware as early as possible of any family situation such as bereavement, or separation that could impact on your child, so that we can be as supportive as possible.

Previous School/s Attended:

\_\_\_\_\_

(If transferring from one school to another)

Intended school class: \_\_\_\_\_

**Consents**

**Please answer YES or NO to the following (please circle as appropriate)**

1.	During the course of the school year, all classes undertake a variety of different activities outside the school premises. These include, for example, Football & Hurling matches, Swimming, Athletics, School Tours, History / Educational tours and any other activities that arise. When we take the children on these outings, we increase the level of supervision to meet the needs of the particular activity. We give permission for our child to partake in field trips, swimming/outings and tours that may arise:	Yes	No
2.	We give our consent to the staff of St. Fergus' N.S. to obtain professional medical aid for our child in the case of a medical emergency or serious injury	Yes	No
3.	There are many forms to be filled during the school year where the name of your child(ren) and/or date of birth/address/phone number is requested e.g.: Credit Union Art Competition, School Dentist, School Nurse, Handwriting Competition, Football and Hurling Competitions. In order to comply with Data Protection, we require your permission to pass on this information to the relevant body.	Yes	No
4.	We give permission for our child's photograph to be published on the school website <a href="http://www.stfergusns.ie">www.stfergusns.ie</a> and on the school twitter feed	Yes	No
5.	We give permission for inclusion of our child's photographs in a local/national newspaper:	Yes	No
6.	We acknowledge that we have received, read and accepted the Code of Behaviour of St. Fergus' N.S.:	Yes	No
7.	We will support & co-operate with the staff of the school:	Yes	No



**Please Note**

**Open Day**

There is an Open day for Parents in June and new Junior Infants spend this informal period in school to familiarise themselves with their new environment.

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Enclosed you will also find Admissions Policy and Code of Behaviour. Please read these carefully. You may retain these documents for your information.

I/We have received, read and understand the Code of Behaviour and Enrolment Policy. We agree to abide by these Rules and will work in co-operation with the staff to ensure our child understands and keeps the Rules.

Signature 1: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent/Guardian)

Signature 2: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent/Guardian)