

STREAMSTOWN NATIONAL SCHOOL

ENROLMENT POLICY

The enrolment of Streamstown National School has been formulated in accordance with the provisions of the Education Act 1998 in order to assist Parents in relation to enrolment matters. The Chairperson of the Board of Management or the Principal will be happy to clarify any further matters arising from the policy.

- 1) Parents seeking to enrol their child (ren) in Streamstown National School are requested to return a completed Enrolment Application Form (rf.appendix) with an **original** Birth/Adoption Certificate each year.
- 2) The names of children for whom Enrolment Application forms and Birth/Adoption Certificates have been returned will be placed on a class waiting list.
- 3) Equality of access is the key value that determines the enrolment of children to our school. No child is refused permission for reasons of ethnicity, special educational needs, disability, language/accent, gender (except for schools with a same sex tradition), traveller status, asylum-seeker/refugee status, religious/political beliefs and values, family or social circumstances.
- 4) While recognising the right of parents to enrol their child in the school of their choice, the Board of Management of Streamstown National School is also responsible to respect the rights of the existing school community and in particular the children already enrolled. This requires balanced judgements, which are guided by the principles of natural justice and acting in the best interest of all children. Assisting the school in such circumstances, the Board of Management reserves the right to determine the maximum number of children in each separate classroom bearing in the mind:
 - (a) Size of/ available space in classrooms
 - (b) Educational needs of children of a particular age
 - (c) Multi-grade classes
 - (d) Presence of children with special educational/behavioural needs
 - (e) DES maximum class average directives (currently a maximum average of 28 children)
- 5) In the event of the number of children seeking enrolment in any given class/standard exceeding the number of places available preceding or during the school year (due to the Board of Management being unable to provide suitable accommodation, or recruit the required teaching staff) the following criteria will be used to prioritise children for enrolment:
 - (a) Brothers and sisters (Including step-siblings, resident at same address) of children

already enrolled – priority to oldest

- (a) Catholic children of the parish, within the school's catchment area – priority to oldest
- (b) Children who are not Catholic and who are within the school's catchment area
- (c) Catholic children of the parish from outside the school's catchment area, whose home address is closest to the school (as measured by a straight line on an ordnance survey map)
- (d) Children from outside the parish and who are in another primary school's catchment area

6) The children will normally enrol on the first day of each new school year (usually the first of September) Children who become newly resident in the area during the school year will enrol on a date acceptable to the Principal and the relevant Parents.

7) Pupils wishing to transfer from other schools are enrolled subject to the Rules governing National School's, as well as our own School's enrolment policy and local agreements with other schools.

8) Children with special needs will be resourced in accordance with the level of resources provided by the Department of Education and Science to the Board of Management.

9) Notwithstanding the availability of such resources, parents of children who are unsatisfied with the level of education 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 education needs.

10) Children enrolled in our school are required to co-operate with and support the School/Board of Management's Code of Behaviour as well as all other policies on curriculum, organisation and management. The Board of Management places Parents/Guardians responsible for ensuring that their child(ren) co-operate with said policies in an age-appropriate way.

In accordance with the Department of Education's rules for National Schools, a child may be suspended/expelled.

These policies may be added to and revised from time to time.

Ratification and Implementation:

This policy was discussed and ratified by the Board of Management on.....

It may be reviewed on request at the school during any school working day.

Review:

This policy will be reviewed in.....