

Admissions Policy St Pius X G.N.S

St Pius X G.N.S is a Roman Catholic single-sex girls' national school serving the parish of St Pius X. It operates under the patronage of the Catholic Archbishop of Dublin. As a Roman Catholic school, the school aims at promoting the full and harmonious development of all aspects of the pupil: intellectual, physical, cultural, moral and spiritual. This Catholic school provides religious education for pupils in accordance with the doctrines, practices and traditions of the Roman Catholic Church and promotes the formation of the pupils in the Catholic faith.

Equality of access is the key value that determines the admission of children to our school. No child is refused admission for reasons of ethnicity, Religion, special educational needs, disability, language/accents, gender, traveller status, nationality, political beliefs and values, family or social circumstances.

Parents/guardians of girls, who have reached the age of 4 on or before the 31st March in the year of admission, may apply for a place. In the event that the number of applications exceeds the number of places to be filled in any category, then children will be accommodated in age order with older girls being given precedence over younger girls.

The Board of Management or any person acting on behalf of the Board of Management shall not charge fees for, or seek payments or contributions 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.

The Board of Management reserves the right to determine the maximum number of children in each classroom bearing in mind:

Size of/available space in classrooms

The educational needs of children of a particular age

Multi-grade classes

Presence of children with special educational/behavioural needs

Department of Education & Skills maximum class average directives (currently a maximum average of 28 children)

Availability of teaching staff

The Board of Management reserves the right to allocate discretionary places annually where evidence is provided to substantiate the exceptional nature of the application.

Admission Criteria

- 1) **Girls who are permanently resident in St. Pius X Parish and sisters of girls who are still enrolled in St. Pius X GNS on the 10th November in the year prior to admission.**
 - 2) **Sisters of boys who are still enrolled in St. Pius X BNS on the 10th November in the year prior to admission.**
 - 3) **Daughters of the current staff of St. Pius X G.N.S.**
 - 4) **Daughters of the current staff of St. Pius X B.N.S.**
 - 5) **Girls living in a bordering parish and who do not have a primary school in their Parish with priority given to applications from Kimmage Manor Parish.**
 - 6) **Sisters of past pupils of St. Pius X G.N.S**
 - 7) **Girls from other Parishes.**
- If applications within categories 1-7 exceed the number of places available older girls will be given precedence over younger girls.

Application Procedure (Junior Infants)

- Applications will be accepted between **January 10th and November 8th** of the year prior to admission. (E.g. If your child's application is for **September 2020**, the application period is from **January 10th – November 8th 2019**.)
- Return a completed Application Form (available during the application period only) from the school office or on our school website www.piusxgns.ie, with the requested documentation before **November**

8th of the year prior to admission. Applications will be deemed incomplete if all requested documentation and information has not been received.

- The names of girls for whom Admission Applications have been submitted, will be placed on a list.
- The completion of an application form or the placement of your daughter's name on a list does not confer an automatic right to a place in the school.
- Offers of places will be notified within 21 days of the closing date for applications.
- Acceptance of a place must be confirmed in writing **within 10 working days** of receipt of offer.
- Admissions for Junior Infants normally fills two classes (or as decided by the Board of Management in exceptional circumstances).
- The school does not accept responsibility for administration errors made in the completing of the application form. Please check all information given is correct before submitting it.
- Parents/guardians will be asked to sign a declaration that all information supplied to the school is true.
- Falsification of documents will lead to forfeiture of a place offered.

Application Procedure (Senior Infants to sixth)

Parents/guardians seeking admission for their daughter/s in St. Pius X G.N.S. are requested to:

- Return a completed Admissions Application Form (available from the school office and on our school website www.piusxgns.ie) with the requested documentation.
- Applications for places from Senior Infants to Sixth class can be made at any time throughout the school year.
- The same criteria for admission as above will apply.
- It is the responsibility of parents to **re-apply** each year in the event of not securing a place in the year first requested.
- Applications will be deemed **incomplete** if all requested documentation and information has not been received.

Children with Special Needs

This school has an inclusive policy. In relation to applications for admission or transfer of children with special needs, the Board of Management may request a copy of the child's medical and/or psychological report or, where such a report is not available, may request that the child be assessed before the child is admitted. The purpose of the assessment report is to assist the school in establishing the educational needs of the child relevant to her disability or special needs 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. 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, guardians, Principal, class teacher, learning support teacher, resource teacher and psychologist or social worker as necessary.

As soon as is practicable, after an application from parents/guardians of a child with special needs is received by the school, the Board of Management will endeavour to have all resources and support in place before the child is admitted to the school. The Board will ensure that parents/guardians are fully informed of the provisions of the Education Act 1998 under Section 15 regarding the admission of pupils with special needs and the right of appeal under Section 29.

Notwithstanding the availability of such resources, parents/guardians of children who are not satisfied with the 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. As with all pupils, progress will be reviewed on a regular basis. Where it is deemed that a child is

a) not benefiting from a place in this school; that her educational, emotional and behavioural needs are not being met due to the lack of specialised teaching resources, funding or facilities, or

b) the presence of the child in this school would cause a situation where educational needs of other children are not fully met, then the Board of Management reserves the right, in consultation with the parents/guardians, through the Principal, to seek a placement in a school better able to meet the child's needs.

Code of Behaviour

- Girls enrolled in St Pius X G.N.S are required to co-operate with and support the school's Code of Behaviour as well as other policies.
- Parents/guardians are responsible for ensuring that their child (ren) co-operate with the policies in an age-appropriate way.
- A copy of the code will be issued to all parents/guardians and each parent/guardian will be requested to sign a copy of it on application to the school.

Transferring of Pupils

- Pupils may transfer to the school at any time of the year subject to school policy, class size and in some cases the approval of the BOM/DES.
- It is a requirement of the BOM that information concerning attendance and the child's educational progress and other pertinent documentation be communicated between schools as appropriate. (Education Act 2000)
- It is incumbent on parents/guardians to provide the school with the relevant documentation, as specified, including the reasons for the transfer, to enable the Board to make a decision on the application.

Exceptional Circumstances

The school reserves the right to refuse admission to any child in certain exceptional circumstances. Such an exceptional case could be, for example, where either

- (a) The nature of the child's needs is such that, even with extra resources from the DES, the school cannot meet such needs and/or provide the student with an appropriate and inclusive education.
- (b) In the opinion of the board of management, the student presents an undue risk to good order and discipline in the school and/or poses an unacceptable risk to the safety, health and welfare of other students, to school staff or to school property, and/or the degree of the child's needs is inconsistent with the effective provision of education for other children in the school.

Ethos

Bearing in mind the Catholic ethos of the school, every effort will be made so that the school is as inclusive as possible. While Catholic education and the ethos of the school permeates the day, children of other faiths or none, **where request is made in writing**, will be excused from participation in formal religious instruction classes and specifically Catholic liturgies. It will not be possible to arrange alternative supervision for children at these times. Girls may be excused from participation but will have to stay in the classroom with appropriate work to do. It will not be possible however to provide religious instruction in other faiths.

Appeals

- ❖ Parents/Guardians have the right to appeal in writing to the Board of Management stating clearly the grounds for the appeal.
- ❖ Only written requests received within 10 working days of the receipt of refusal will be considered by the Board of Management.
- ❖ Parents/Guardians must state clearly the grounds on which the refusal to admit is being challenged.
- ❖ Parents/Guardians have the right to appeal in writing the decision of the Board of Management under Section 29 of the Education Act
- ❖ Forms relating to Section 29 Appeals may be accessed through the Department of Education and Skills website and from the Education Welfare Officer at the National Education Welfare Board

- 1. The Board of Management reserve the right to change this Admission policy**
- 2. This policy will be reviewed next year.**
- 3. Please note that information about your child will be kept on a computer for administration purposes**
- 4. The Admission Policy that is in existence when an offer of a school place is being made will be the policy that will be applied to the application**

Ratified by the Board of management on.....

Signed.....
Chairperson, Board of management

