

Scoil Náisiúnta Naomh Pádraig ST. PATRICK'S DE LA SALLE BOYS NATIONAL SCHOOL

Sráid an tSeipíl,
Caisleán an Bharraigh,
Co. Mhaigh Eo.



Chapel St,
Castlebar,
Co. Mayo.

Oifig: (094) 9023438
Oide: (094) 9023591
Uimhir Rolla: 18542M

Office: (094) 9023438
Principal: (094)90 2359
Roll No: 18542M

Web: stpatsbns.eu Email: secretary@stpatsbns.eu

ENROLMENT / ADMISSIONS POLICY

The Board of Management of St. Patrick's De La Salle Boys National School is setting out its policy in accordance with the relevant legislation (The Education Act 1998, The Educational Welfare Act 2000 and the Equal Status Act 2002) and will be reviewed on an ongoing basis.

The Board of Management trusts that by doing so parents will be assisted in relation to enrolment matters. The Chairperson of the Board of Management, Mrs Una Lydon, Westport Road 094 – 9027858 and the Principal, Dr. Vincent McHale, 094-9023438 will be happy to clarify any further matters arising from the policy.

GENERAL INFORMATION

St. Patrick's De La Salle Boys National School
Chapel Street,
Castlebar,
Co Mayo.

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|-----------|--|--------------|
| Telephone | 094 –9023438 | 094 –9023591 |
| Fax | 094 –9023438 | |
| E-mail | secretary@stpatsbns.eu | |
| Website | www.stpatsbns.eu | |

School Hours 9.00 a.m. - 1.40 p.m.
Junior and Senior Infants

9.00 a.m. - 2.40 p.m.
First to Sixth Classes.

St. Patrick's De La Salle Boys National School is a Catholic School under the patronage of the Archbishop of Tuam, Dr. Michael Neary. We enrol boys only, which is permissible under Section 7 of the Equal Status Act 2000. We promote the Catholic Faith and provide religious instruction for the Catholic boys attending. We are an inclusive school that welcomes all boys who wish to benefit from the values of the school. We believe that all pupils should be educated to respect persons of different religious convictions in our school. We will foster respect for the diversity of values, beliefs, traditions, language and way of life in our community.

MISSION STATEMENT

The mission of St. Patrick's De La Salle national school is to give human and Christian education to the young, with special concern for the disadvantaged. Our school is a community where the different groups associated with it work together in close partnership for the good of all.

STAFF:

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| 1 Administrative Principal | 10 Special Needs Assistants |
| 19 class Teachers, | 1 Secretary |
| 7 SEN Teachers | 1 Caretaker |
| 1 Speech and Language Teacher | |
| 1 Speech Therapist | |
| 6 Teachers for children from overseas in need of Language Support | |
| 2 Teachers for Traveller Children | |

PROCEDURES

Application procedure:

The Board of Management of St. Patrick's request that the parents, who wish to enrol pupils in Junior Infants, come to the school first. Junior Infants may only be admitted to the school in September. Pupils enrolling into Junior Infants must be four years on or before the 31st August of that year. The Board will communicate to the school community, through the School Newsletter, Internet, Parish Bulletins and also through advertisements in the local newspapers when enrolment is due to take place. Priority for enrolment is given to pupils from the school catchment area.

The Board of Management provides a specific enrolment form, which requests the following information - as required under the Education and Welfare Act 2000:

- Pupil's name and Birth Certificate.
 - Address.
 - Names and addresses of pupil's parents/guardians.
 - Contact telephone numbers in case of emergency.
 - Details of any medical condition which the school should be aware of.
 - Religion of the child.
 - Previous school attended if applicable and reasons for transfer.
1. All classes from Junior Infants to Sixth class are taught in the school which is an all boys school. The school depends on grants and teacher resources, which are provided by the Department of Education and Science. It operates on the regulations laid down by the Department.
 2. Our school follows the curriculum programmes provided by the Department of Education and Science which may be amended from time to time in accordance with Section 9 and Section 30 of the Education Act 1998.
 3. Within the confines of the funding resources available, the school supports the principles of inclusiveness, particularly with reference to children with disability, ethnicity or other special needs. All children have equality of access and participation in the school in accordance with the terms of Section 7 of the Equal Status Act 2000.

DECISION MAKING

The Board of Management in accordance with the school policy makes all decisions relating to application for enrolment.

It will strive, in so far as is practical and having regard for the school's enrolment policy, to enrol all children, provided there is space available.

It will bear in mind the relevant Department of Education and Science Guidelines regarding class size and staffing provisions. They will also consider any other relevant requirements such as the physical space for the health and welfare of children.

The Board of Management will then outline its criteria for decision making and how it will exercise its discretion in the application of the criterion. All parents are entitled to receive notification of the Board's decision on enrolment within 21 school days from date of enrolment.

In keeping with the ethos of the De La Salle Order the following criterion, not necessarily in order, may decide who will be enrolled.

- Brother of a previously enrolled pupil
- Age of child
- Parish boundaries
- Children of staff members and people associated with the school
- Children of past pupils
- First come first served basis
- Children of ethnic minorities

While recognising the rights of parents/guardians to enrol their child in the school of their choice, the Board of Management is also responsible for respecting the rights of the existing school community and in particular the children already enrolled.

The Board of Management reserves the right to decide if children with special educational/behavioural needs can be adequately catered for in the chosen school, bearing in mind:-

- (a) the educational needs of the existing pupils
- (b) if the needs of the pupil are over and above what the school can cater for.
- (c) The Department of Education & Science maximum class average directive, which determines a maximum average of 27 children in junior, senior and first classes and 27 in 2nd, 3rd, 4th, 5th and 6th classes

PUPILS WITH SPECIAL NEEDS

Should parents wish to enrol a child with special needs, the Board of Management will request a copy of the child's medical and/or psychological report. If the report is not available they will request that the child will be assessed immediately. The purpose of the assessment 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 make a profile of the support services required. The provision of the proposed Educational Disabilities Bill 2004 will be complied with when enacted.

When the Board receives the report, they will then be in a position to assess how the school can meet the requirements specified in the report. If further resources are required, the Board will defer enrolment until the Department of Education and Science has provided these resources. These resources may include access to, or the provision of, a combination of the following:

- Visiting Teacher
- Resource Teacher for Special Needs
- Special Needs Assistant
- Specialised equipment or furniture
- Transport service

- The Principal, with the Class Teacher, will meet the parents of the child to discuss the child's needs and the school's suitability or capability of meeting those needs. If a further conference is required all parties concerned will be invited. These will include the Parents, Principal, Class Teacher, Learning Support/Resource Teacher, Special Class Teacher, Resource Teacher and Psychologist if appropriate. It may be necessary for the Board to defer enrolling a particular child pending the outcome of the conference.

The school requires an assurance from parents that they understand that our responsibility is primarily to all the pupils in our care, and that therefore if it becomes apparent to either/both the teachers and parents that the enrolment of the individual child with a disability and/or special education needs is having an ongoing detrimental effect on the education of the other children in the class or school, the Board of Management reserves the right to review the enrolment of the individual child.

Pupils Transferring

The Board will specify that pupils may transfer to our school, subject to school policy, availability of space and in some cases with the approval of the Department of Education and Science. The Board will request information concerning the attendance and educational progress of the child from the previous school.