



Ballycullane National School New Ross, Co Wexford.

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Enrolment Policy

Rationale

Ballycullane National School is a Roman Catholic school under the Patronage of the Bishop of Ferns. It is a co-educational school providing classes from Junior Infants to Sixth. To achieve this purpose Ballycullane National School has 3 classroom teachers currently working in the school along with a shared resource teacher and a shared Learning Support teacher.

Ballycullane National School is subject to all legislative requirements and regulations set down from time to time by the Department of Education & Skills (DES). The School is funded by the DES and is provided with staff in accordance with DES staff allocation systems.

The curricular programme of the school is governed by Department of Education and Skills regulation in accordance sections 9 and 30 of the Education Act of 1998.

Enrolment is limited by school capacity and by the requirements of the school curriculum

1. Any child wishing to be enrolled in our Junior Infants, must have reached his or her 4th birthday on or before the 30th of August in the year of enrolment.
2. Parents seeking to enroll their child(ren) in Ballycullane N.S. are requested to return a completed Enrolment Application Form which is available from the school, with an original Birth Certificate and Baptismal Certificate (if appropriate), to the school by the 31st of March in the year of enrolment.
3. The names of children for whom Enrolment Application Forms and Birth/Adoption Certificates have been returned, will be placed on a class waiting list.
4. The primary value which determines the enrolment of children in our school is that of Equality of Access. Admission is not refused for reasons of ethnicity, special education needs, disability, language/accents, gender, traveller status, asylum seeker/refugee status, religious/political beliefs and values and family or social circumstances.
5. While recognising the right of parents to enrol their children in the school of their choice, the Board of Management of Ballycullane N.S. is also responsible in respecting 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 interests of all children. Assisting the school in such circumstances, the BOM reserves the right to determine the maximum number of children in each separate classroom, bearing in 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.
- F) Admission will be refused where either of the following situations occur

(a) the student or his or her parents do not agree to confirm in writing that the school's Code of Behaviour is acceptable to them and that they shall make all reasonable efforts to ensure compliance with such code,

or

(b) An Garda Síochána or the Health Service Executive has provided in writing to the school its opinion that the admission of the student could have a seriously detrimental effect on the safety of other students and or staff of the school.

6. In the event of the number of children seeking enrolment in any given class exceeding the number of places available proceeding or during the school year (due to the BoM 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 the same address of children already enrolled. – priority given to oldest
- B) Children living within the curacy and then within the parish – priority given to oldest
- C) Children of current school staff – priority given to oldest
- D) Children whose home address is closest to the school (as measured by a straight line on an OS map), if the child is normally resident outside the parish / agreed catchment area
- E) In the event of being unable to enrol a child(ren) from categories A,B,or C in a given class at the beginning of the year , or mid-year, such children will receive priority, (in order of A,B,C,) for the subsequent school year over other children on the class waiting list.

7. Pupils wishing to transfer from other schools are enrolled subject to the Rules governing National Schools, 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 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.

10. Children enrolled in our school are required to co-operate with and support the School'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 manner.

Without prejudice to the requirements of the 1998 Act, the admission policy of the school shall be made available, without charge, to

- (i) Any parents of students seeking to enrol in the school or expressing an interest in enrolling in the school;
- (ii) The Minister or an official of the Department on request; and
- (iii) To any other party on request.

The policy is available on our school website www.ballycullanens.com

Any applicant who wishes to appeal to the Board against a decision to refuse admission should do so in writing stating clearly the reasons for such an appeal within 2 weeks of such a refusal.

Ratification and Review

This policy review was presented by the Board of Management in Term 2, 2014/15.

It was ratified by the Board of Management on Date: _____

Signed: _____ Chairperson, Board of Management

Review Date: 2016/17

