



Kilmurry National School

Admission Policy

Admission Policy of Kilmurry NS

School Address: Kilmurry, Sixmilebridge, Co. Clare

School Website: www.cillmhuire.com

Roll number: 13942D

School Patron: Bishop Fintan Monahan

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 approved by the school patron on 4th January 2020. It is published on the school's website and will be made available in hardcopy, on request, to any person who requests it.

The relevant dates and timelines for Kilmurry NS 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.

Notices will also be placed in the Parish Newsletter, on the school website and in the notes section of the Clare Champion to notify parents that the school is accepting enrolment applications for the coming year. The enrolment process is by written application only. Completed application forms should be returned by April 30th each year. All applications must be fully completed for consideration.

This policy must be read in conjunction with the annual admission notice for the school year concerned.

The application form for admission is published on the school's website and will be made available in hardcopy or softcopy on request to any person who requests it. Appendix 1 outlines the school's enrolment application form. A registration form (Appendix 2) also forms part of the enrolment procedure. This form will accompany the letter of offer that will be sent to parents/guardians of successful applicants. The completed registration form must be returned to the school within the timeline specified in the letter of offer. Failure to do so will be interpreted as a refusal of the offer to enrol.

The address at which the applicant resides will be the address used only by the school for correspondence regarding enrolment.

The completion of an enrolment application form or the placement of your child's name on a list, however early, does not confer an automatic right to a place in the school.

2. Characteristic spirit and general objectives of the school

Kilmurry NS is a Catholic co-educational primary school with a Catholic ethos under the patronage of the Bishop of Killaloe.

"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 Kilmurry NS 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.

Kilmurry NS aims to provide a high quality, spiritual, social and physical education for all its pupils in a Catholic Ethos.

The school depends on the grants and teacher resources provided by the DoES and it operates within the regulations laid down, from time to time, by the Department. School policy has regard to the resources and funding available.

The school follows the curricular programmes prescribed by the DoES, which may be amended from time to time, in accordance with Sections 9 and 30 of the Education Act 1998.

Within the context and parameters of DoES regulations and programmes, the rights of the patron as set out in the Education Act 1998, and the funding and resources available, the school supports the principles of:

- inclusiveness, particularly with reference to the enrolment of children with a disability or other special educational need;
- equality of access and participation in the school;
- parental choice in relation to enrolment; and
- respect for diversity of values, beliefs, traditions, languages and ways of life in society

3. Admission Statement

Kilmurry NS 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.

Kilmurry NS 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

4. Admission of Students

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

Kilmurry NS 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.

5. Oversubscription

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 timeline for receipt of applications as set out in the school's annual admission notice:

1. Applicants with siblings currently enrolled in the school (including stepsiblings, resident at the same address), priority eldest;
2. Children residing in the parish, priority eldest;
3. Children of staff members, priority eldest;
4. 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:

Random selection (independently verified)

6. What will not be considered or taken into account

In accordance with section 62(7) (e) of the Education Act, the school will not consider or take into account 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, other than in relation to a student's prior attendance at—
 - (I) an early intervention class, or
 - (II) an early start pre-school, specified in a list published by the Minister from time to time;
- (b) the payment of fees or contributions (howsoever described) to the school;
- (c) a student's academic ability, skills or aptitude;
(other than in relation to:
 - admission to (a) a special school or (b) a special class insofar as it is necessary in order to ascertain whether or not the student has the category of special educational needs concerned
- (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) 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 criteria based on (1) siblings of a student attending or having attended the school and/or (2) parents or grandparents of a student having attended the school.

In relation to (2) parents and grandparents having attended, a school may only apply this criterion to a maximum of 25% of the available spaces as set out in the school's annual admission notice).

- (g) the date and time on which an application for admission was received by the school,

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.

7. Decisions on applications

All decisions on applications for admission to Kilmurry NS will be based on the following:

- Our school's admission policy
- The school's annual admission notice (where applicable)
- 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

(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 make a decision on an application for a place in our school.

Decisions in relation to applications for enrolment are made by the B.O.M. in accordance with school policy. The BOM will notify parents of their decision within 21 days of the closing date for the receipt of applications.

The BOM will have regard for the relevant DoES guidelines in relation to class size and staffing provisions and or any other relevant requirements concerning accommodation, including physical space and the health and welfare of children.

The BOM is bound by the DoES Rules for National Schools which provides that pupils may only be enrolled from the age of 4 years and upwards, though compulsory attendance does not apply until the age of 6 years. Children applying to enrol in Kilmurry NS must have reached the age of 4 years by August 31st of the year they will commence school.

8. Notifying applicants of decisions

Applicants will be informed in writing as to the decision of the school, within the timeline 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).

9. Acceptance of an offer of a place by an applicant

In accepting an offer of admission from Kilmurry NS, 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.

10. 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 Kilmurry NS 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.

11. 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).

12. Waiting list in the event of oversubscription

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 Kilmurry NS 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 Kilmurry NS 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.

13. 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.

14. 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 Kilmurry NS 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 Kilmurry NS 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 the start of the new school year.

15. Declaration in relation to the non-charging of fees

The board of Kilmurry NS 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.

16. 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:

A written request should be made to the Principal of the school. A meeting will then be arranged with the parent(s)/guardian(s) of the student, to discuss how the request may be accommodated by the school.

17. 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 timeline 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.

18. Implementation and Review

This Policy will be reviewed, as deemed necessary, by the Board of Management.

19. Policy Ratification

The policy was ratified by the Board of Management of Kilmurry NS on _____.

Signed: _____

Date: _____

(Chairperson, Board of Management)

(Principal)

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



Appendix (1)



ADMISSION OF NEW PUPILS

Dear Parents / Guardians,

Thank you for your interest in applying to enrol your child in **Junior Infants** in Kilmurry N.S.. We are now accepting formal applications.

Please find enclosed an enrolment application form, a copy of our Enrolment Policy and Code of Behaviour. If you still require a place we would ask that you complete the attached **Application Form**, sign the **Code of Behaviour Acceptance Sheet** and return both as soon as possible, but no later than Thursday **January 31st** to the office of Kilmurry National School, Kilmurry, Sixmilebridge, Co. Clare. *** Note : **(Please keep Code of Behaviour for your own records)**.

Your application together with all other applications will be reviewed by the Board of Management after the closing date for receipt of applications. You will be informed of our decision within 21 days of the closing date.

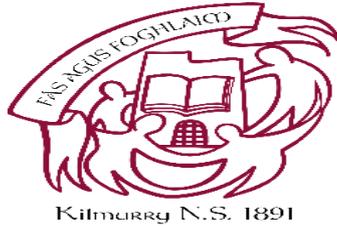
Successful applicants will be issued with a Registration Form for completion, this should be returned to the school with a copy of your child's original Birth Certificate.

Yours sincerely,

Kevin Clohessy,

Principal.

Enrolment Application Form



Pupil's First Name		Surname	
Date of Birth		Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>
Address (at which the applicant resides)			
Child's PPSN			
Name and class of sibling(s) if currently enrolled: _____			

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

Name: _____ [] Parent [] Custodian [] Legal Guardian

Mother's Maiden Name : _____ PPS Number _____

Address: _____

Home Tel. _____ Mobile _____

Email. _____

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

Name: _____ [] Parent [] Custodian [] Legal Guardian

Address: _____

Home Tel. _____ Mobile _____

Email. _____

Signature 1: _____ Signature 2: _____

Date: _____ Date: _____

*Please return completed for to Kilmurry N.S., Kilmurry Sixmilebridge, Co Clare or email to
secretary@kilmurry-ns.ie*

B) CHILD PROFILE

FAMILY:

Child's Name: _____

Parents Name in Full: _____

Father's Occupation: _____ Nationality: _____

Mother's Occupation: _____ Nationality: _____

Child's Religion: _____

Child's Nationality: _____

Number of children in family and their ages:

Place of child in Family: _____

Are either parent past pupils of Kilmurry National School? _____

Is your child living with (circle appropriate): Both Parents, One Parent, Grandparents, Carers, Others

Who are the legal Guardians of your child?

MEDICAL/EDUCATIONAL:

Have you ever had any concerns regarding your child's early development?

Developmental Milestones	Yes	No	Comment
Walking (by 18 months)			
Talking (by 2 years)			
Toilet Trained (by 3 years)			

Any childhood illnesses?

Any medical problems?

Is your child on any medication?

Does your child suffer from any allergies?

If yes, please provide specific details

Is there a problem with: Hearing: _____ Sight: _____

Is so please specify:

Does your child have any speech and language problems:

Is so please specify:

Please give details and specify any condition not listed above which might be considered to affect the child's ability to benefit from school. _____

Is your child a) right-handed or b) left-handed? _____

Is/has your child being/been seen by any agency, specialist or educational psychologist and if so by whom? Please forward the report from same with your application.

Does your child show any behaviour challenges?

Did your child attend play school and if so for how long?

Has your child attended any other primary school? _____

If yes please indicate
class: _____

CHILD'S NEEDS:

Does your child have any special needs?

PERSONAL:

In our school we endeavour to provide the highest standards of care for your child. In order to achieve this objective successfully it is vital that the school be informed of any relevant situations regarding health, bereavement, domestic circumstances etc. You may contact the principal teacher or your child's class teacher directly. Any discussions will of course be treated in the strictest confidence.



Dear Parents,

I am writing to you in relation to your enrolment application for _____

I am pleased to inform you that your child has been accepted to **Junior Infants** in Kilmurry National School. The school will be writing to you in June with details of school uniform, booklist, timetable and other relevant information.

The following school policies are enclosed with this letter :-

1. Complaints Procedure.
2. Education Welfare Act 2000

The following policies can be viewed at the school if you so wish.

1. Child Protection Policy
2. Anti-Bullying Policy
3. R.S.E. Policy
4. Substance Use Policy
5. Garda Vetting Policy
6. Internet Acceptable Use Policy

Please read and complete all the attached forms and return to the school.

Each registration form must be accompanied by:

- (1) A passport photo of your child for our records.
- (2) Copy of Birth Certificate.
- (3) A utility bill with your name and address. This will be returned. If you have other children in the school there is no need for a utility bill.
- (4) Six (6) Forms to be returned:
 - 1. Acceptance Form (Attached below)
 - 2. Contact Numbers Form.
 - 3. Parental Consent Form (Primary Online Database (POD), Data Protection, Catholic Ethos, Child Abuse Prevention Programme, Photo/Video Permission, Internet Access, After School Activities.
 - 4. Child Collection Form
 - 5. Garda Vetting Form (If you so wish)
 - 6. Child Psychology Services consent letter

An orientation visit will also be held in **June** and we will send you an invitation to this in due course. We look forward to meeting you and your child at this time. We hope that your child will have a fulfilling and enjoyable educational experience here at Kilmurry National School. If we can be of any assistance in easing your child's exciting transition to primary school, please do not hesitate to contact us.

Yours sincerely,

Kevin Clohessy,
Principal.

Acceptance Form (Form 1)

Please sign the attached Acceptance Form and return to the school by the **15th March**

I/We _____ (Parents' Names) accept the place in **Junior Infants** for

_____ (Child's Name) in Kilmurry National School.

Parent/Guardian Signature 1: _____

Date: _____

Parent/Guardian Signature 2: _____

Date: _____

Kilmurry National School Registration Form.

A) CONTACT NUMBERS (Form 2)

While we make every effort to ensure the safety of your child, **we may need to contact you in the event of an accident or an unexpected closing.**

PUPIL'S NAME: _____

Alternative Contact Numbers (not your own number):

NAME: _____

PHONE NUMBER: _____

**** Should your address or any of the numbers that you have listed change please contact the school secretary.**

In the event of an emergency, should we fail to contact you, do you give permission to the school to bring your child to hospital?

Yes: _____ No: _____

Parent/Guardian Signature 1: _____ **Date:** _____

Parent/Guardian Signature 2: _____ **Date:** _____

Please make the above arrangements clear to your child.

TEXT-A-PARENT

We have a policy in Kilmurry National School of keeping in touch with parents by text. We have found this service very useful for informing parents of sudden closures and reminders about events taking place in the school.

I agree to register the following number(s) for the **TEXT A PARENT SERVICE**

1. _____

2. _____

Parent/Guardian Signature 1: _____

Date: _____

Parent/Guardian Signature 2: _____

Date: _____

B) PARENTAL CONSENT (Form 3)

DATA PROTECTION

The information provided in this form is necessary for the work of the school and is confidential to the school. However, from time to time the school is asked to provide information to the HSE to facilitate their work for immunisations, sight and hearing tests and dental appointments etc. We are also required to provide information for the **Primary Online Database (POD)** see www.education.ie for more information. Please sign below to signal your agreement that your child's details be made available to the HSE and Department of Educations & Skills.

Parent/Guardian Signature 1: _____

Date: _____

Parent/Guardian Signature 2: _____

Date: _____

CATHOLIC ETHOS

Kilmurry National School is a Catholic school whose school plan is underpinned by its Catholic ethos. Our aim is to provide a safe, happy learning environment where children's emotional, psychological, physical and moral development is catered for in addition to their

academic progress. The school promotes and expects from its pupils, an acceptance of different religious beliefs, and of those with no religious beliefs.

(1) It is my wish that my child participate in the formal Religious Education classes:
We/I understand that Kilmurry National School is a Catholic School and wish our/my child to be taught the Catholic faith;

Yes No

Parent/Guardian Signature 1: _____

Date: _____

Parent/Guardian Signature 2: _____

Date: _____

CHILD PROTECTION PROGRAMME

The Stay Safe Programme is taught in all classes in our school. This programme is mandatory. It is a safety skills programme which teaches children personal safety skills so that they can look after themselves in situations which could be upsetting or dangerous. Children will be taught to tell a trusted adult about any problems they may have. Co-operation between parents and teachers is essential to the success of this programme.

DIAGNOSTIC/EDUCATIONAL TESTS.

During your child's time in Kilmurry National School he/she may undergo various Diagnostic/Educational Tests.

PERMISSION SLIP.

Should my child require educational/diagnostic testing during his/her time in Kilmurry National School I give permission for these tests to be carried out.

Yes I do give permission for my child/children to be tested.

No I do not give permission for my child/children to be tested.

Parent/Guardian Signature 1: _____ Date: _____

Parent/Guardian Signature 2: _____ Date: _____

PUBLISHED PHOTOGRAPHS/VIDEOS OF YOUR CHILD.

From time to time, we may publish photos of students, either in newspapers, videos or on the school website, engaged in school related activities. This is done to promote various school activities (fund-raising, Sports Day, Christmas performances, Science Day etc.). We are seeking your permission to publish photos/videos of your child, should the occasion arise. The Board of Management cannot be held responsible for pictures/videos, taken by parents at school outings, celebrations, concerts, sacraments etc.

Yes I do give permission for my child/children to be photographed/videoed.

No I do not give permission for my child/children to be photographed/videoed.

Parent/Guardian Signature 1: _____ **Date:** _____

Parent/Guardian Signature 2: _____ **Date:** _____

INTERNET ACCESS

Computers and Internet access in all classrooms give the pupils a very powerful tool for learning. The school has a very comprehensive Acceptable Usage Policy for use of these tools and we are asking you to grant consent for your child to use laptops and the internet in the school in accordance with those guidelines. Every reasonable precaution has been taken by the school to provide for online safety but the school cannot be held responsible if the pupils access unsuitable sites. Children will also have the opportunity to see their work published (essays, paintings, poems etc.) on the school website. We are seeking your consent for your child to access the internet and for any work to be published, in line with our policies.

Yes I do give permission for my child/children to use the internet.

No I do not give permission for my child/children to use the internet.

Parent/Guardian Signature 1: _____ **Date:** _____

Parent/Guardian Signature 2: _____ **Date:** _____

AFTER SCHOOL / OUT OF SCHOOL ACTIVITIES:

While your child is in our school, all classes will normally undertake a variety of different activities outside the school premises e.g. visiting the church, swimming, football/hurling matches, basketball, athletics, school tours, history/educational tours, library/theatre visits etc. and any other activities that may arise. We are seeking your consent for your child to take part in these activities should they so wish.

Yes I do give permission for my child/children to be take part in out of school activities.

No I do not give permission for my child/children to take part in out of school activities.

Parent/Guardian Signature 1: _____ **Date:** _____

Parent/Guardian Signature 2: _____ **Date:** _____

CHILD COLLECTION INFORMATION (Form 4)

Dear Parents,

Your child's safety and well being are of greatest importance to the school. To help us to do this, please fill out this collection information sheet and return it to the school before.

CHILD'S NAME _____

	Person Collecting	Relationship to Child	Contact Number
1			
2			
3			
4			
5			
6			

We recognise that circumstances may change and that occasions arise where someone else may have to collect your child. It is your responsibility to contact the school to let us know of any change and we will be happy to facilitate it.

