



Enrolment Policy

Gaelscoil Éadan Doire

General Information:

This enrolment policy is being set out in accordance with the provisions of the Education Act 1998. The Board of Management trusts that by so doing parents will be assisted in relation to enrolment matters. The Chairperson of the Board of Management and the Principal are happy to clarify any matters arising from the policy.

We are a mixed Catholic Gaelscoil under the Patronage of An Foras Pátrúnachta na Scoileanna Lán Ghaeilge Teo funded in 2008. Irish is the language of communication and teaching in the school.

The school depends on the grants and resources provided by the Department of Education and Science and it operates within the regulations laid down by this same Department. The school must take the resources and grants from the Department into account while implementing this policy.

The school follows the curriculum programmes prescribed by the Department of Education and Skills which can be amended from time to time in accordance with the Education Act 1998.

Within the context and parameters of Department 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 children with special educational needs

Equality of access and participation in the school

Parental Choice in relation to enrolment

Respect for diversity of values, beliefs, languages and different cultures etc.

Enrolment:

Children must be four years of age on the 1st of September of the year they start school.

Gaelscoil Éadan Doire will accept one class group of junior infants every year.

Children from other Gaelscoileanna may enrol subject to the availability of space, the approval of the Department of Education and Skills and the decision of the Board of Management.

All children enrolled in the school must co-operate and support the Irish language as well as the other policies in place in the school.

1. Parents who wish to enrol their child in the school must complete the information form (Foirm Eolais). Completing this form does not lead to enrolment. This form illustrates a parent's interest in enrolling a child in the school.
Parents are issued with a receipt when handing in this form and are also asked to sign the school book to help keep a written record.
School staff enter this information onto the school computer.
2. The school, on behalf of the Board of Management will contact the parents. Insofar as is possible, having considered the enrolment policy, places will be allocated.

The enrolment form (Foirm Cláraithe) is now completed and given to the school along with the child's birth certificate and a deposit of 50 euro. This 50 Euro will then be deducted from the price of the book list when the child starts in the school. This deposit will be refunded if the place is given back by the 1st of June of the same year.

3. An information night is then held for the parents and the children and their parents are invited into the school in June before they start in September.

Where the number of applicants exceeds the places available, priority will be given on the following basis:

1. Brothers and sisters of the children already enrolled in the school.
2. The date the information form was completed. (The date and the school stamp will be put on each form when it arrives into the school and a receipt with the date will also be given to parents).

When the places are filled, a waiting list is compiled and each vacancy is filled from this list according to the criteria mentioned above and a letter is sent to parents informing them of the waiting list.

Enrolling Children with Special Educational Needs:

The Board of Management will request copies of any medical, psychological or other relevant reports on the child or where such reports are not available request that the child is assessed. This allows the school to learn about the child's individual needs and about the specific support services that the child will need to avail of.

Gaelscoil Éadan Doire is an inclusive school and all children are welcome.

Appeal:

In the case of dissatisfaction with the implementation of the schools' enrolment policy , an appeal can be lodged under section 29 of the Education Act 1998 to the Department of Education and Skills.

Punctuality:

Certificates are awarded at the end of the year to the children who missed three days or less and who didn't receive an attendance letter during the year.

(The secretary keeps an account of the children who come to school late and letters are sent out to parents after the children have been late ten times in a year).

Absent Notes:

Absent notes are sent home to parents at the beginning of each year. Parents are asked to fill in these notes and to return them to the school with their child when returning to school after an absence.

This Policy was ratified at a Board meeting dated 19th October 2016.

Lesley Gavin - Chairperson