
ADMISSIONS POLICY



St. Patrick's Boys' National School

Hollypark, Blackrock, Co. Dublin

Tel. 2896042 • Email: info@hollyparkbns.ie • www.hollyparkbns.ie

Contents

1. Introduction.....	3
2. Admission Statement	5
3. Special Educational Needs	5
4. Admission of Students	6
5. Decisions on applications	7
6. Notifying Applicants of Decisions	8
7. Acceptance of an Offer	8
8. Circumstances in which offers may not be made or may be withdrawn.....	8
9. Sharing of Data with other schools	9
10. Oversubscription Waiting list.....	9
11. Late Applications	10
12. Procedure for Admission to Other Years.....	10
13. Declaration in relation to the non-charging of fees.....	10
14. Arrangements regarding not attending Religious Instruction	11
15. Exceptional Circumstances	11
16. Reviews/Appeals.....	11

Admissions Policy of St. Patricks Boys' National School, Hollypark

School Address: New Grange Road, Blackrock, Co. Dublin

Roll number: 19258U

School Patron: Archbishop Diarmuid Martin

1. Introduction

This Admissions 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 [date TBC]. 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 St. Patrick's BNS, Hollypark 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.

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 on request to any person who requests it.

Inside the 'Parish of Foxrock' refers to the geographical area known as Foxrock Parish as decided by the Archdiocese of Dublin.

Characteristic Spirit and General Objectives of the School

St. Patrick's BNS, Hollypark is a Catholic boy's primary school with a Catholic ethos under the patronage of the Bishop of Dublin.

"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, including the intellectual, physical, cultural, moral and spiritual aspects; and

(b) a living relationship with God and with other people; 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 St. Patrick's Boys' National School 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.

Mission Statement and general objectives of the school.

St. Patrick's BNS, Hollypark was established to cater for the Catholic community of Foxrock Parish and its environs. The school has a Catholic ethos inclusive of pupils of different persuasions whose religious outlooks are respected. Many nationalities are represented and welcome.

Our Aims:

We aim to make our school a centre where young people feel accepted, and their personal worth and dignity is affirmed; where the spiritual, intellectual and physical potential of each individual is recognised, respected and developed: where special concern for the disadvantaged and underprivileged is experienced and encouraged and where staff, parents and students co-operate for the common good.

We strive to awaken the hearts and minds of young people; to help them value and develop their heritage of faith and culture, to encourage them to use their talents positively.

We acknowledge that the parent/guardian is the first and foremost educator and the school welcomes communication, participation and collaboration based on mutual trust and understanding.

2. Admission Statement

St. Patrick's BNS, Hollypark will not discriminate in its admission of a student to the school on any of the following:

- (a) the civil status ground of the student or the applicant in respect of the student concerned,
- (b) the family status ground of the student or the applicant in respect of the student concerned,
- (c) the religious ground of the student or the applicant in respect of the student concerned,
- (d) the disability ground of the student or the applicant in respect of the student concerned,
- (e) the ground of race of the student or the applicant in respect of the student concerned,
- (f) the Traveller community ground of the student or the applicant in respect of the student concerned, or
- (g) 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', 'religious ground', and 'Traveller community ground' shall be construed in accordance with section 3 of the Equal Status Act 2000.

Single Gender School

St. Patrick's BNS, Hollypark is an all-boys school and does not discriminate where it refuses to admit a girl applying for admission to this school. St. Patrick's BNS, Hollypark provides education exclusively for boys.

Primary schools receiving applications from applicants of a minority religion

St. Patrick's BNS is a school whose objective is to provide education in an environment which promotes catholic religious values and does not discriminate in relation to the admission of a student who has applied for a place in the school in accordance with section 7A of the Equal Status Act 2000.

3. Special Educational Needs

St. Patrick's BNS, Hollypark welcomes boys with disabilities and special educational needs. It will use the resources (financial and personnel) provided by the Department of Education and Skills to make reasonable provisions for such students. The school's ability to accommodate students with particular needs is dependent on the resources necessary for the needs of the individual students being made available by the Department of Education and Skills.

4. Admission of Students

This school shall admit each student seeking admission except where –

- (a) the school is oversubscribed (Please see Section 4.1 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 and that they shall make all reasonable efforts to ensure compliance with such code by the student
- (c) St. Patrick's BNS, Hollypark provides education exclusively for boys.

The Board of Management strongly recommends that applicant children are at least four years of age on or before April 30 of the school commencement year.

All children enrolled are required to agree and comply with and support the school's Code of Behaviour.

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

Junior Infant Enrolment Criteria

1. Boys inside the geographical area known as a Foxrock Parish.
2. Boys with brothers currently in BNS (inside and outside parish of Foxrock)
3. Boys with sisters currently in GNS (inside and outside parish of Foxrock)
4. Brothers of past pupils of BNS
5. Sons of past pupils
6. Boys from outside the parish

The criteria are listed in order of priority when spaces are allocated under criterion 1 and space is still available, then criterion 2 comes into play and so on. This prioritisation proceeds until all places have been allocated.

If space is still available after places have been allocated to the above criteria, class numbers are completed from the Waiting List. The Waiting List is compiled and ordered according to the date of the original application.

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:

Priority will be given to the oldest children within each sub-category. This means that children in each category are placed in order of age: places are then allocated from each category, in above priority, oldest child first (a birth certificate may be requested).

4.2. What will not be considered for admission

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,
- (b) the payment of fees or contributions (howsoever described) to the school.
- (c) a student's academic ability, skills or aptitude.
- (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;

(except as per selection criteria based on;

- (1) siblings of a student attending,
- (2) parents of a student having attended the school).

(In relation to parents 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.

5. Decisions on applications

All decisions on applications for admission to St. Patrick's BNS, Hollypark will be based on the following:

- Our School's Admission Policy
- The School's Annual Admission Notice
- 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 12 below in relation to applications received outside of the admissions period and Section 13 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 decide on an application for a place in our school.

6. 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 to the applicant. Details of the applicants right to seek a review/right of appeal of the school's decision (see section 16 below for further details) will also be provided.

7. Acceptance of an Offer

An applicant in accepting an offer of a place of admission from St. Patrick's BNS, Hollypark, the applicant 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.

8. 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 St. Patrick's BNS, Hollypark 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 by the applicant and that the applicant 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 7 above.

9. 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).

10. Oversubscription Waiting list

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 St. Patrick's BNS, Hollypark 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 St. Patrick's BNS, Hollypark 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.

11. 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 10.

12. Procedure for Admission to Other Years

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:

If the number of children on the Waiting List exceeds the number of places available, the following prioritising criteria are used:

1. Boys in the parish.
2. Boys with brothers currently in BNS (inside and outside parish of Foxrock)
3. Boys with sisters currently in GNS (inside and outside parish of Foxrock)
4. Brothers of past pupils of BNS
5. Sons of past pupils
6. Boys from outside the parish

All children enrolled are required to agree and comply with and support the school's Code of Behaviour.

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

The board of St. Patrick's BNS, Hollypark 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.

When a place is accepted, the school will request the applicant to participate in the schoolbooks purchase scheme.

14. Arrangements regarding not attending Religious Instruction

Where the parents/guardians have wish for the student attend the school without attending religious instruction in the school:

- (a) A written request should be made to the Principal of the school.
- (b) A meeting will then be arranged with the parent(s) or the student, as the case may be, to discuss how the request may be accommodated by the school.

Any arrangements will not result in a reduction in the school day of such students.

15. Exceptional Circumstances

In very exceptional circumstances, the Board of Management reserves the right to make a decision in receipt of an application for admissions to St. Patrick's BNS, Hollypark, otherwise than in accordance with the foregoing criteria. This will only be done in consultation with the Principal.

16. Reviews/Appeals

An applicant may request the Board of Management 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 of Management 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.

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, An applicant, 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.

Signed: _____ Date: _____

Chairperson, Board of Management, St. Patrick's BNS, Hollypark.

Review date: June 2021