

## **Boolavogue N.S.**



### **Boolavogue N.S. 2019/20**

#### **Boolavogue N.S. Enrolment Policy**

The enrolment policy of Boolavogue N.S. is 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 Fr. Dermot Gahan and the school principal Ms. Avril Mullery (053 9366998) will be happy to clarify any further matters arising from this policy.

Boolavogue N.S. is a Catholic National School for boys and girls under the patronage of the Bishop of Ferns. The school aims to promote the full and harmonious development of all pupils: cognitive, intellectual, physical, cultural, moral and spiritual, including a living relationship with God and other people and promotes a Christian philosophy of life. The school is subject to the Education Act (1998) The Education Welfare Act(2000) The Education for Persons with Special Education Needs Act (2004) and all relevant equality legislation. Boolavogue N.S. follows the curricular programmes laid down by the Department which may be amended from time to time in accordance with Sections 9 and 30 of the Education Act (1998).

Within the context and of Department regulations and programmes, the right of the Patron set out in the Education Act (1998) and the funding and resources available the enrolment policy of Boolavogue N.S. supports the principles of:

- Inclusiveness, particularly with reference to the enrolment of children with a disability or other special educational needs

- · Equality of access and participation in the school
- · Parental choice in relation to enrolment
- · Respect for the diversity of values, beliefs, traditions, languages and ways of life in society

As a general principle and insofar as practicable having regard to the enrolment policy of Boolavogue N.S. children will be enrolled on application provided there is space available.

### **Application Procedure**

The Board of Management has determined that the school principal will accept written applications for enrolment in Junior Infants up to 31st May of the school year prior to enrolment. Each January and February the school principal will communicate generally to the school community that applications are being accepted up to 31st May.

1. Parents seeking to enrol their child(ren) in Boolavogue NS are requested to return a completed Enrolment Application Form (available in the pack and the office) with an original Birth / Adoption Certificate to the school by (e.g.) 31st May each year.
2. The names of children for whom Enrolment Application forms and Birth/ Adoption Certificates have been returned will be placed on a class waiting list.
3. Equality of access is the key value that determines the enrolment of children to our school. No child is refused admission for reasons of ethnicity, special educational needs, disability, language/accents, gender (except for schools with a single sex tradition), traveller status, asylum-seeker/refugee status, religious/ political beliefs & values, family or social circumstances.
4. While recognising the right of parents to enrol their child in the school of their choice, the Board of Management of Boolavogue N.S. is also responsible to respect 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 interest 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. The school is deemed full to capacity when it has reached 130 pupils- (pupil teacher ratio x MCT). This will be reviewed in Term Two 2020.
5. There is a registration night in January and registration forms are available during the months of February to May.
6. Other pupils are enrolled during the school year (if newly resident in the area).
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. New Junior Infants spend one informal period in school at the end of June to familiarise themselves with their new environment.
9. The Board of Management shall at all times have regard for the Health, Safety and Welfare of pupils and teachers and others who work in the school.

The Board of Management is bound by the Department of Education and Science's Rules for National Schools, which provides that pupils may only be enrolled from the ages of 4 years of age upwards although compulsory attendance does not apply until the age of 6 years.

Parents who are dissatisfied with the enrolment decision, may appeal to the Board of Management. It must be addressed, in writing, to the Chairperson of the Board, stating the grounds for the appeal, and lodged within ten days of receiving the refusal. Parents, if unhappy with the result of this appeal, may appeal to the Department of Education and Skill under Section 29 of the Education Act on the official form provided by the Department. This appeal must be lodged within 42 days of receipt of the refusal form from the school to enrol.

10. Children with special needs will be resourced in accordance with the level of resources provided/allocated/approved by the Department of Education and Science to the Board of Management.

11. In relation to applications for the enrolment of children with special needs the board of Management may request a copy of any relevant medical or psychological reports as are available. If such a report is not available it is open to the board to request that the child be assessed prior to enrolment. The purpose of the assessment is to establish the educational needs of the child relevant to his disability/special needs and to profile the support services required.

Following receipt of such a report the Board of Management shall assess how Boolavogue N can meet the needs specified in the report. If further resources are required the board of Management will, prior to enrolment, request the Department of Education and Science to provide the required resources. These may include any combination of the following visiting teacher service, resource teacher for special needs, special needs assistant, specialized equipment or furniture, transport or other services.

The school principal will meet with the parents/guardians of the child to discuss the child's needs and the suitability and capability of Boolavogue N.S. to meet those needs. If necessary a full case conference may be called which may include parents, principal, class teacher, SET team, psychologist, etc.

12. 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.

13. Children enrolled in our school are required to co-operate with and support the School/ Board of Management's Code of Behaviour as well as all other policies on curriculum, organisation, & management.

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The BoM places Parents/ Guardians responsible for ensuring that their child(ren) co-operate with said policies in an age-appropriate way in accordance with the Department of Education Rules for National Schools

14. The school policies are currently being revised and are available to be viewed online and upon request.

**This policy was reviewed and ratified by the BOM of Boolavogue N.S. on May 15<sup>th</sup> 2019.**

**Signed: \_\_\_\_\_ Rev. D. Gahan (Chairperson of BOM)**

**Signed: \_\_\_\_\_ Ms. A. Mullery (Principal)**