

Admission Policy of Presentation Junior School

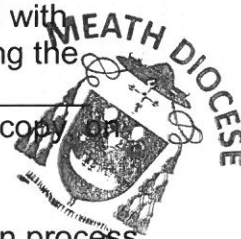
**School Address: Presentation Junior School, PO Box 8, Harbour Road,
Mullingar, Co. Westmeath.**

Roll number: 00934G

School Patron: Bishop Tom Deenihan

Section 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 employees, the school patron and with parents of children attending the school. The policy was approved by the school patron on 6/8/20. 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 Presentation Junior School 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.

Section 2: Characteristic spirit and general objectives of the school

Presentation Junior School is a Catholic co-educational primary school with a Catholic ethos under the patronage of the Bishop of Meath.

"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:

The full and harmonious development of all aspects of the person of the pupil, including the intellectual, physical, cultural, moral and spiritual aspects; and

A living relationship with God and with other people; and

A philosophy of life inspired by belief in God and in the life, death and resurrection of Jesus; and

Section 4: Categories of Special Educational Needs catered for in the school/special class

Presentation Junior School has established two classes, with the approval of the Minister for Education and Skills, which provide an education exclusively for students with a category or categories of special educational needs specified by the Minister and may refuse to admit to the class a student who does not have the category of needs specified.

Section 5: 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

School with special education class.

The special classes attached to Presentation Junior School provide an education exclusively for students with Autism and Specific Language Impairment and the school may refuse admission to these classes, where the student concerned does not have the specified category of special educational needs provided for in the respective class.

The ASD class caters for a maximum of six pupils. The purpose of a special (autism) class attached to a mainstream school is to provide an opportunity for children with autism to integrate with typically developing children in mainstream classes. This Autism class is not, therefore, suitable for children who do not have the potential to integrate into a mainstream class for some portion of each school day.

Only children who have a psychological assessment stating that their diagnosis of autism falls within a mild range are eligible for enrolment in Presentation Junior School's special class. Applications for enrolment to this class will not be considered unless accompanied by a psychological assessment that is less than one year old.

Presentation Junior School's autism class is for primary school children only.

The Speech and Language class caters for a maximum of seven pupils. The students must meet the required criteria for admission to the class and the ability to integrate into a mainstream class for some class based activities.

This class is available to a student for a minimum of one year and a maximum of two years. Decisions with regard to enrolment are always a multidisciplinary team decision.

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:

In the event that priority is required to be given to children within any one of the above categories, **older children will be given priority** in the Presentation Junior School.

Section 7: 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,
- (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 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;

Section 8: Decisions on applications

All decisions on applications for admission to Presentation Junior School 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 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.

Placement on the waiting list of Presentation Junior School 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.

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.

Section 14: 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.

Section 15: 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:

Pupils may be enrolled during the school year if places are available. The enrolment criteria outlined in this document will apply.

Applications for enrolment of children transferring from other schools will be subject to the criteria for enrolment set out in this policy.

Transfer from other Schools

Pupils may be enrolled during the school year if places are available. The enrolment criteria outlined in this document will apply.

Applications for enrolment for children transferring from other schools will be subject to the rules governing National Schools and the criteria for enrolment set out in this policy.

Under the terms of the Education Welfare Act (2000), information concerning attendance and the child's educational progress is to be provided by the school from which the child is transferring.

The following documents will be requested from parents/guardians of applicant children who have been expelled or encouraged to leave the school from which they are transferring:

1. A copy of the letter received by the parents/guardians from the previous school clearly stating the reasons for the expulsion
2. Details of interventions and other agencies involved with the child

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 parent of the student, or in the case of a student who has reached the age of 18 years, 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.

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.

Ratified by the Board of Management on 8th July 2020 (Date)

Signed Valeria W. O'Connell
Chairperson, Board of Management

