Enrolment Policy (effective as of Sept.2013.)

1. Parents seeking to enrol their child(ren) in North Presentation Primary School are requested to return a completed Enrolment Application Form (available in the office) with an original Birth/Adoption Certificate to the school by May 31st 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. In the event of application for places exceeding the number available, places will be allocated in the following order:

(i) Catholic children in the North Cathedral parish

(ii) siblings of pupils already enrolled

(iii) all other applicants.

1. 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/accent, traveller status, asylum-seeker status, gender (we accept boys from Junior Infants to First Class), family or social circumstances, religious/political beliefs and values**. North Presentation Primary School is a Catholic school so we expect all children and parents to respect our ethos.**
2. While recognising the right of parents to enrol their child in the school of their choice, the Board of Management of North Presentation Primary School 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.
3. Other pupils are enrolled during the school year (if newly resident in the area).
4. 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.
5. There is an Annual Open Day for prospective parents held in June.
6. Children with special needs will be resourced in accordance with the level of resources provided by the Department of Education and Science to the Board of Management.
7. 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 other policies on curriculum, organisation, and management. The Board of Management places Parents/Guardians responsible for ensuring that their child(ren) co-operate with said policies in an age-appropriate way. In extreme circumstances, in accordance with the DES’s rules for National Schools, a child may be suspended or expelled if in breach of the code of behaviour. These policies may be added to and revised from time to time.
8. In order to familiarise Junior Infants with school, the school day will be shortened for a period in September.

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I have read the above Policy.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Child’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_

Parent/Guardian