

Enrolment Policy

- 1) Parents seeking to enroll their child/children in *Youghalarra National School* are requested to return a completed Enrolment Application form, (available from the school) with an original Birth/Adoption Certificate to the school.
- 2) The names of the children for whom Enrolment Application forms 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, traveler status, asylum seeking/refugee status, religious/political beliefs & values, family or social circumstances.
- 4) While recognizing the right of parents to enroll their child in the school of their choice, the board of Management of *Youghalarra National School* must be responsible to respect the rights of the existing school community and in particular the children already enrolled. This requires balanced judgments, 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 B.O.M. 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 educational/behavioral needs.
 - e) DES maximum class average directives (currently maximum average of 28 children).
- 5) In the event of the number of children seeking enrolment in any given class/standard exceeding the number of places available preceding or during the school year (due to the B.O.M. being unable to provide suitable accommodation, or recruit the required teaching staff) the following criteria will be used to prioritise children for enrolment:
 - a) Brothers and sisters, including step-siblings resident at the same address, of children already enrolled – priority.
 - b) Children living within the parish (in the case of parish schools) – priority to oldest.
 - c) Children of current school staff – priority to oldest.
 - d) Children whose home address is closest to the school – if the child is normally resident outside the parish/agreed catchments area.
 - e) In the event of being unable to enroll a child/children from categories a, b, c, in a given class at the beginning of a year, such children will receive priority (in order of a, b, c,) for the subsequent school year over other children on the class waiting list.

- 6) The B.O.M. of *Youghalarra National School* specifies that applications for enrolment in Junior Infants may be made anytime during school year but children may only be formally admitted on the 1st day of school in September following the child's birthday and as set out in 5 above.
- 7) Other pupils are enrolled during the school year – if newly resident in the area.
- 8) 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.
- 9) New junior infants spend one informal period in school at the end of June to familiarize themselves with their new environment.
- 10) 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.
- 11) Notwithstanding the availability of such resources, parents of children who are unsatisfied with the level of education 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.
- 12) 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, organization & management. The B.O.M. 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's rules for National Schools, these policies may be added to and revised from time to time.