

ADMISSIONS POLICY STATEMENT

The Patrician Secondary is a Boys Catholic Secondary School under the patronage of the Le Chéile's School's Trust. Students are accepted into the school on the understanding that there is recognition of the Catholic ethos of the school and an acceptance of its right to provide an education and engage in activities that reflect this ethos.

Acceptance of Code of Behaviour

The characteristic spirit of our school is based on the vision and values of the Le Chéile Charter. It is underpinned by a philosophy of education that has at its centre the unique dignity of the human person as a child of God. The school sees the interaction of people from different backgrounds –spiritual, ethnic, language, special needs- as a gift that will enrich the community of the school and promote the growth and learning of all. Therefore the school values each student and their family. It welcomes and is sensitive to each one, seeking to meet their individual needs through:

The Curriculum: The school provides a curriculum that has breadth, depth and academic rigour. It facilitates and supports the student's search for truth and meaning. It encourages them to strive for excellence in all areas of human growth. It prepares them for active participation in society and for a future world of work. It encourages them to take increasing responsibility for their own learning and decision-making.

Pastoral Care: The school supports its students so that they can make the most of their time in school. It provides programmes of language support, help with study and personal counselling where necessary. It develops links with family, seeking to work in partnership with parents.

Faith Development: The school has a special commitment to the development of the spiritual dimension of lives of its members. To this end, faith formation and Religious Education programme play a key role.

Students are tested on their academic ability, only after they have been accepted into the school.

Enrolment Policy

The trustees and the BOM of Patrician Secondary School Newbridge acknowledge the principles of equality and rights of parents in the Education Act 1998.

The BOM at the beginning of each academic year will determine the number of students to be enrolled the following September based on the resources available. Application forms can be collected at the school and completed application forms should be returned to the school and signed in. The closing date for applications is decided by the Board of Management and will be published in the Local Newspapers.

The number of places for school year 2015/2016 is 150 and the total number of students in the school cannot exceed 840. **The closing date for the school year 2015/2016 is 24th October 2014 at 4.00pm.**

Parents will be notified not later than 21 days after the closing date as to the success or otherwise of their application and reason given. Neither the issue of an Application Form nor its completion will guarantee an applicant a place in the school. Each unsuccessful applicant has the right to appeal the refusal to enrol under Section 29 of the Education Act 1998.

Student Eligibility for admission

In order to be eligible for admission a student must

- Attain the required age of 12 years by the 1st of January of the school year following his entry.
- Normally have completed sixth class in Primary School
- Be willing with his parent/ Guardian to accept the School's Catholic Ethos.
- Be willing with his parents /Guardian to accept the school's Code of Behaviour and confirm this in writing.
- Be willing to take an assessment test. The assessment test is used as a yardstick and not to facilitate streaming or eligibility for enrolment.
- Failure to fulfil any of the above criteria may result in the application being void and will not be accepted.

While welcoming students with special educational needs the school will use its resources, both financial and personnel provided by the DES to make reasonable provision and accommodation for all such students and will ensure that these students are free to participate in the life of the school insofar as it is reasonably practicable. While recognising and fully supporting the right of parents to have a school of their choice for their children, the school's ability to accept students with particular needs is dependent on the provision of resources suitable to the needs of the individual student being provided by the DES. Parents are advised to contact the school well in advance of the admissions process for the next school year if their son has special educational needs.

Enrolment Procedures

Allocation of First Year places 2015-2016

Application Forms to be collected and signed for at the school office from 1st October to 24th October 2014 between 9.00am and 4.00pm. **Closing Date for returning completed application is 24th October 2014 at 4.00pm.**

To maintain the characteristic spirit and ethos of our school we will maintain a ratio of 5:1 urban-rural mix. This has served the school well since the school was founded in 1960. The number of places for students for school year 2015-2016 is 125 urban places and 25 rural places if extra accommodation is available. It will be 100 urban and 20 rural if there is no extra accommodation available in the school.

If the number of applicants exceeds the number of places available the following criteria will apply in order of priority. The ratio of 5:1 will apply to overall places offered.

- A. Sons of staff members, past or present, who have worked for three or more years in the school. Staff members include both teaching and ancillary staff.
- B. Brothers of present students in the school
- C. Brothers of students past who have spent three or more years in the school.
- D. Sons of Past Pupils who have spent three or more years in the school.
- E. Pupils of the feeder school keeping an urban rural mix in the ratio of 5:1

Urban feeder schools Priority

- 1. Parish Schools (Patrician Primary, St Conleths and Mary's, Scoil Mhuire, Athgarvan, Scoil Na Naomh Uilig and St. Patrick's National School)
- 2. Newbridge Educate Together, Gael Scoil Cill Dara

Applications from all urban feeder schools must have a Home Address in Newbridge as shown on current utility bills.

Rural Feeder Schools Priority

- 1. Milltown N.S. Allen N.S. Curragh N.S. Ballysax N.S. Caragh N.S.

All applications from rural feeder schools must have a Home Address in the area of the school as shown on current utility bills.

- F. All other applicants

In the event that the school is oversubscribed in any category or subcategory then a process of random selection will take place under the supervision of the Chairperson of Board of Management and an independent observer.

If any information on the application is incorrect so as to improve priority the application is automatically void and will not be accepted. Proof of address must be provided, e.g current utility bill.

Parents must provide 4th and 5th class school reports as evidence of attendance at the stated primary school

After the applications have been processed the unsuccessful applicants will be placed on a waiting list. Position on the waiting list is determined by the random selection process. Names will be placed on the waiting list in order after this process and parents will be notified of their sons place on the list.

Parents will be informed of the reason for refusal to enrol and of their right of appeal under Section 29 of the Education Act. Late applications will only be considered when all other applications have been processed and if places are available in the school.

Students transferring to our school from another school

The BOM will decide each June the number of places available in all years for the following September except first year as this decision is made the previous September. The number of students for the school year 2015-2016 is as follows:

First year 150, Second year 168, Third year 150, T.Y. 100, 5th Year 140, 6th Year 120, LCA 15. On Health & Safety grounds overall capacity is not to exceed 840 students.

A letter outlining what is required to transfer will be given to applicants.

The school will make every reasonable effort to facilitate a student seeking to transfer to our school providing that all relevant information is made available from his previous school. The BOM will decide whether or not a transfer

- Is in agreement with the school's admissions policy
- Is in the best interest of the student
- Is in the best interest of the school
- Is of educational benefit to the student
- Is satisfied with the reasons for the transfer

Before making a determination on an application it may be necessary for consultation with the educational welfare officer to take place.

Information will be requested from the student's former school on

- Attendance/Punctuality
- Educational progress
- Subject choices
- Term reports
- Discipline records
- Record of Learning Support and Special Educational Needs if applicable
- Reasons for transfer as per section 20 of the Educational Welfare Act

The admission of a student from another secondary school will be subject to the further additional criteria

- The school has not attained or exceeded its student capacity
- The availability of a place for the year in question
- The availability of a suitable curriculum for the applicant
- Suitable references from his previous school

The Board of management reserve the right to accept or refuse an application in exceptional circumstances. The Board reserves the right of refusal to any student in exceptional cases.

Such exceptional case could include the following:

- The student has special needs that with additional resources available from Department of Education & Skills, the school cannot meet such needs and/or provide the student with an appropriate education
- In the opinion of the Board of Management, the student poses an unacceptable risk to other students, to school staff or to school property.

Ratified by Board of Management 26th June, 2014

Signed: *Pat O'Leary*
Secretary Board of Management