



LIOSMÓR MOCHUDA NATIONAL SCHOOL
Big Trees from Small Acorns Grow

Enrolment (Step 2)

Policy Statement

The Board of Management has devised this policy in accordance with the provisions of the Education Act 1998, Education Welfare Act 2002, The Equal Status Act 2000.

School Details: Liosmór Mochuda N.S.
The Mall,
Lismore,
Co. Waterford.
Roll number: 14164J
Telephone No.: 058 – 54848

Enrolment Policy

1. Those intending to apply for enrolment in Liosmór Mochuda National School should contact the school and request a copy of the Notification of Intention to Apply Form. If the intention is to enroll a child in less than 21 days, then an Application Form may be requested, but noting what follows.
2. Those who have returned a Notification of Intention to Apply Form will be sent an Application Form on the last day of term in December in the year of enrolment in the school. Applications are requested in the December Parish newsletter, 'The Chapter'.
3. All applications for places in the school shall be submitted on the approved Application Form to the school Principal. An Ethos statement and Code of Behavior and other relevant policies will be furnished to each applicant with a copy of the Application Form at the appropriate time, in advance of the designated day for consideration of applications for the following school year.
4. The closing date for return of such completed Application Forms is Mid-January. The Board of Management will consider applications after this date.
5. Only those forms that have been completed in full and accompanied by relevant supporting documentation will be considered by the Board of Management.
6. Completion of the Form does not guarantee a place at the school.
7. Early completion of the Form is not a factor in the application of places at the school.
8. All applicants for Junior Infants must have attained their 4th birthday (or older is applicable) by 1st September in the year of admission.
9. The Board of Management will consider all applications and issue decisions within 21 days of the closing date for return of completed Application Forms.
10. The Board of Management will, in the light of Sections 6(e), 9(m) and 15(2) (d) of the Education Act 1998, give consideration to the following:

- The number of places available in the school which in turn involves but is not limited to the number of pupils expected to leave the school, the size of all classrooms, the deployment of teachers and the resources of the school.
 - The religious denomination of the child.
 - The place of residence of the child.
11. Siblings of pupils already in the school are not automatically entitled to a place. When oversubscription occurs in any particular category, priority within such category will be given to the siblings of pupils already enrolled in the school who belong in that category only.
 12. Catchment area of the school is the parishes associated with Lismore Cathedral, Fountain and Cappoquin and Knockmourne parish of the Fermoy Group of Parishes in the Cloyne Diocese.
 13. The Board of Management may seek further clarification from applicants before making a decision.
 14. All applicants should be informed, in writing, of the Board's decision within a specified time period (namely 21 days)
 15. A subsequent review of a decision by the Board may be requested, generally on the grounds only of additional information not previously submitted at the time of application.
 16. Unsuccessful applicants may also appeal the decision of the Board under Section 29 (1)(C) of the Education Act 1998.
 17. Liosmór Mochuda National School is a Church of Ireland school. Priority for places is therefore given in the following order:
 - a) Church of Ireland parishioners of Lismore parish, proven by a letter from the Church of Ireland incumbent.
 - b) Church of Ireland parishioners of Knockmourne parish.
 - c) Children who are members of Protestant Reformed or Orthodox Churches and are living within the parishes listed at (a) and (b) above, supported by a letter from the Church leader.
 - d) Children of interchurch families, living within the parishes listed at (a) and (b) whose parents wish to have their child educated specifically within a Church of Ireland ethos.
 - e) Children who are members of churches which are involved in the Irish Inter-Church Meeting, i.e. Roman Catholic Church and children of other Christian denominations.
 - f) Children of other faiths or none.
 18. Applications to transfer from another school, except in the case of a change of residence of a Church of Ireland parishioner, are not entertained in the course of the school year. On a permitted transfer it is a requirement of the Board of Management that information concerning attendance and the Child's education progress be communicated between schools (Section 28, Education Welfare Act 2000)

The Board of Management reserves the right to refuse admission where there is good and sufficient reason for doing so. Applicants retain the right to appeal such a decision

Implementing the policy:

This policy will be implemented from the date on which it is ratified by the Board of Management. It will be formally reviewed in December 2017 by those with Roles of Responsibility in consultation with other members of staff

Ratified by Board of Management on _____
(Date)

Signed _____
(Chairperson, Board of Management)