

## ENROLMENT POLICY

St. Pius X Boys' school is a Roman Catholic School, serving the Catholic parish of St. Pius X, under the patronage of the Catholic Archbishop of Dublin. As a Roman Catholic school, the school aims to promote the full and harmonious development of all aspects of the pupil: intellectual, physical, cultural, moral and spiritual. The school provides religious education for pupils in accordance with the doctrines, practices and traditions of the Roman Catholic Church and promotes the formation of the pupils in the Catholic faith.

Equality of access is the key value that determines the enrolment of children in our school. No child is refused admission for reasons of ethnicity, special educational needs, disability, language/accent, traveller status, asylum seeker/ refugee status, religious/political beliefs and values, family or social circumstances.

The school offers places to boys who have reached the age of 4 on or before the 31<sup>st</sup> March in the year of enrolment, based on the following criteria in this order:

1. Catholic boys who live with parent(s)/guardian(s) in St. Pius X parish and brothers of boys currently\* enrolled in St. Pius X BNS.
2. Sons of current staff members of St. Pius X BNS.
3. Sons of current staff members of St. Pius X GNS.
4. Catholic brothers of sisters who are currently\* enrolled in St. Pius X GNS.
5. Catholic brothers of past pupils who completed their primary education in St. Pius X BNS.
6. Catholic sons of past pupils who completed their primary education in St. Pius X BNS.
7. Catholic boys living in the bordering Kimmage Manor parish as they do not have a Catholic school in their own parish.
8. Boys who live within the St Pius X parish boundaries but who are not Catholic.
9. Brothers and sons of Non-Catholic past pupils who completed their primary education in St. Pius X BNS.
10. Boys who are Catholic and who are not resident in St. Pius X parish.

*\* in the September of the year of enrolment (will not, for example, have transitioned to secondary school by that September)*

In the event of the number of applicants in a particular criteria category, exceeding the number of available places the age of the candidates will be taken into account, and places will be offered to the eldest boys in that category first.

### **Application Procedures:**

A parent or guardian wishing to enrol a child must contact the school for an application form. The closing date for receipt of applications is the 30<sup>th</sup> of November of the year prior to enrolment. Applications will not be accepted without all the relevant documentation as specified on the application form. All applications will receive a

written acknowledgement, which may be required at a further date. Offers of places are issued by letter and enrolment normally takes place during the second school term. Utility bills may be requested in certain circumstances. These must be in the sole or joint names of the parent(s)/guardian(s) of the child. False and/or misleading information may lead to the withdrawal of the offer of the school place.

**Children with special needs:**

This school has an inclusive policy but should be made aware if a child has special educational needs so that these needs can be planned for and appropriate services can be put in place. The Board of Management (BOM) will require the child's psychological and/or medical reports. Where such reports are not available, the BOM will require that the child be assessed.

Children with special needs will be resourced in accordance with the level of resources provided by the DES/NCSE to the BOM. The school will, in all cases, work under the direction of the NEPS psychologist.

**Code of Behaviour:**

Children who are enrolled in our school are required to cooperate with and abide by the school/BOM's Code of Behaviour as well as all other practices and policies on curriculum, organisation and management. By accepting a place in our school for their child(ren) parents/guardians agree to uphold and support said policies.

**Transferring:**

Pupils may transfer to the school subject to availability of a place, the overall needs of the specific class and those of the school in general. Transferring would be in accordance with the current enrolment policy, the approval of the BOM and/or relevant statutory bodies. It is a requirement of the BOM that information concerning attendance and the child's educational progress and other pertinent documentation be communicated between schools as appropriate (Education Welfare Act 2000). This also applies to pupils transferring from St. Pius X BNS to other schools.

Please note that information about your child will be kept on file for administrative purposes and shared with other relevant statutory bodies.

The BOM reserves the right to change the enrolment policy. The policy that is in existence when an offer of a school place is being made will be the policy that will be applied to the application.

The BOM is the final arbiter in all enrolment decisions. Parents have the right to appeal under section 29 of the Education Act 1998.

**Ratification:**

This policy was reviewed and ratified by the Board of Management of St. Pius X B.N.S. at their meeting on the 11<sup>th</sup> April 2016.