



Polasaí Iontrála

Baineann an polasaí seo le:

Daltaí, tuismitheoirí, príomhoidí, foireann riaracháin, múinteoirí ón gColáiste, Bord Oideachais agus Oiliúna Mhaigh Eo, Shligigh agus Liatroma.

1.1 Is Iar-Bhunscoil Ghaeilge í Gaelcholáiste Chomáin, faoi phátrúnacht Bord Oideachais agus Oiliúna Mhaigh Eo, Shligigh agus Liatroma. Tugann an scoil deis do bhuachaillí agus cailíní freastal ar oideachas dara leibhéal trí mheán na Gaeilge.

1.2 Cuireann Gaelcholáiste Chomáin fáilte roimh gach dalta atá oiriúnach lena nglacadh isteach, is cuma cén inscne, cine iad nó cumas acadúil nó cúlra cultúir atá acu, i dtuairim ghairmiúil údarás na scoile, agus bunaithe ar cháipéisíocht/tuairiscí cuí. Táimid tiomanta an caighdeán oideachais is airde a chur ar fáil a oireann do riachtanais na ndaltaí go léir, agus freastalófar ar riachtanais oideachais na ndaltaí sin nuair a chuirfidh an scoil sábháilteacht agus cearta na ndaoine iomchuí san áireamh agus faoi réir fheidhmeanna an Aire de bhun alt 7 (1) den Acht Oideachais 1998.

2.1 Féachfaidh Bord Bainistíochta Gaelcholáiste Chomáin le linn dó an polasaí seo a bhunú, míniú a thabhairt dá thiomantas do na luachanna atá mar bhuntaca ag an Acht Oideachais 1988, ag an Acht Oideachais (Leas), 2000, ag an Acht um Stádas Comhionann, 2000 agus d'éiteas agus traidisiúin Bord Oideachais agus Oiliúna Mhaigh Eo, Shligigh agus Liatroma. Ní dhiúltóidh Gaelcholáiste Chomáin dalta a ghlacadh isteach sa scoil ach amháin i gcás, de réir pholasaí Choiste Gairmoideachais Chontae Mhaigh Eo faoi An Bille Oideachais (LIGEAN ISTEACH I SCOILEANNA), 2016.

2.2 Forchoimeádann Gaelcholáiste Chomáin an ceart gan dalta a chlárú i gcás ina mbeadh an dalta faoi mhíchumas nó go mbeadh riachtanas oideachais speisialta aige nó aici nach féidir leis an scoil freastal air, fiú le hacmhainní breise a chuireann an Roinn Oideachais agus Eolaíochta ar fáil, nó i gcás ina mbeadh an dalta ina bhagairt do-ghlactha do dhaltaí, comhaltaí foirne agus/nó dó mhaoin na scoile. Forchoimeádann Coláiste Chomáin chomh maith an ceart dalta a ghlacadh isteach in athuair, ag féachaint do chearta bunreachtúla na ndaoine lena mbaineann, mura bhfuil an scoil in ann riachtanais aonair chuí a chomhlíonadh.

3 CEARTA LEANAI AGUS TUISMITHEOIRÍ:

3.1 Aithníonn Coláiste Chomáin cearta gach leanbh, lena n-áirítear leanaí atá faoi mhíchumas, nó a bhfuil riachtanais oideachais speisialta eile ag dul dóibh, mar a bhaineann siad le hoideachas de bhun an Acht Oideachais 1998 Alt 6 (a) agus faoi réir feidhmeanna an Aire de bhun alt 7 (1) den Acht Oideachais 1998.

3.2 Aithníonn Gaelcholáiste Chomáin an dualgas atá air comhionannas rochtana agus rannpháirteacht in oideachas a chur chun cinn de bhun an Acht Oideachais 1998 Alt 6 (c) agus faoi réir fheidhmeanna an Aire de bhun alt 7(1) den Acht Oideachais 1998.

3.3 Urramaíonn Coláiste Chomáin ceart tuismitheoirí a leanaí a chur chuig scoil dá rogha, ag féachaint do chearta agus do dhualgas reachtúil/dlíthiúil na Scoile agus ag tagairt do 2.2 thuas agus d'úsáid éifeachtúil acmhainní de bhun an Achta Oideachais, Alt 6 (e). Tuigeann an Coláiste chomh maith nach bhfuil ceart iomlán ag tuismitheoirí.

4. FREAGRACHT TUISMITHEOIRÍ:

4.1 Ní mór do thuismitheoirí linbh (nó dalta atá os cionn 18 bliain d'aois) a bhfuil iarratas iontrála chuig scoil déanta aige nó aici faisnéis iomchuí a thabhairt mar a fhorordaíonn an scoil.

4.2 Sula nglactar leanbh isteach sa scoil, ní mór don tuismitheoirí agus an leanbh (nó dalta atá os cionn 18 bliain d'aois) gealltanais i scríbhinn a shíniú chun cloí le cód iompair na scoile. Sa chás ina ndiúltaíonn tuismitheoir/caomhnóir dalta atá faoi 18 bliain d'aois, nó dalta atá os cionn 18 bliain d'aois, cód iompair na scoile a shíniú, ní ghlacfar an dalta sin isteach sa scoil.

4.3 Ní mór do thuismitheoirí a aithint gurb í an Ghaeilge an príomh-mheán a úsáidtear agus tá súil go ndéanfaidh na daltaí a scrúduithe trí mheán na Gaeilge.

5. NÓSANNA IMEACHTA IONTRÁLA:

5.1 a) Tabharfaidh an príomhoide cuairt ar bhunscoileanna áitiúla agus cuirfidh sé nó sí faisnéis agus doiciméadacht a bhaineann le rollú ar fáil.

b) Tionólfaidh an scoil tráthnóna faisnéise sa dara téarma. Cuifear fógraí sna meáin áitiúla ina dtabharfar cuireadh do pháirtithe leasmhara agus do thuismitheoirí agus daltaí atá ag freastal ar rang a 5 agus a 6 i mbunscoileanna in abhrantrach Gaelcholáiste Chomáin go háirithe freastal orthu sin.

c) Beidh réamheolaire agus foirmeacha iarratais ar fáil roimh an tráthnóra faisnéise agus ón scoil, ach iad a iarraidh.

d) Ní mór do gach dalta/tuismitheoir ionchasacha foirm iarratais i scríbhinn a líonadh agus a chur isteach chuig an scoil faoin dáta deiridh atá luaite.

5.2 Iarrfaidh Gaelcholáiste Chomáin an fhaisnéis seo a leanas ón tuismitheoir, ón dalta agus/nó ón scoil ina bhfuil/ina raibh an dalta, mar is cuí, sula ndéanfar cinneadh maidir le dalta a ghlacadh isteach sa scoil:

- a) Ainm, aois agus seoladh an dalta.
- b) Dáta breithe agus teastas breithe an dalta.
- c) Uimhir córas próiseála comhuainí (PPS) an dalta.

- e) Seoladh na dtuismitheoirí
- f) Uimhreacha gutháin iomchuí, lena n-áirítear uimhreacha éigeandála.
- g) Ainm, seoladh agus uimhreacha gutháin na scoile ina bhfuil/ina raibh an dalta.
- h) Faisnéis agus taifid ón scoil ina bhfuil/ina raibh an dalta, lena n-áirítear faisnéis a bhaineann le leibhéal Gaeilge an dalta.
- i) Creideamh an dalta.
- j) Faisnéis liachta iomchuí, lena n-áirítear uimhir chárta liachta, más infheidhme.
- k) Faisnéis iomchuí a bhaineann le rochtain ar an leanbh, cúram an linbh agus orduithe dlíthiúla a bhaineann leis an leanbh.

5.3 Laistigh de 21 lá i ndiaidh na faisnéise iomchuí mar atá leagtha amach in 5.2 thuas a fháil, nó laistigh de 21 lá ón dáta deiridh rollaithe a sonraíodh, (arna gcinneadh ag an mBord Bainistíochta gach bliain) agus ar Scrúdú Measúnaithe Leibhéal Ghaeilge a dhéanamh, eiseoidh an Bord cinneadh chuig tuismitheoir linbh nach bhfuil 18 bliain d'aois bainte amach aige nó aici fós agus chuig dalta a bhfuil 18 bliain d'aois bainte amach aige nó aici.

5.4 Dearbhaíonn Gaelcholáiste Chomáin go mbeidh na sonraí a bhailítear i ndáil le daltaí agus a dtuismitheoirí á rialú ag an Acht um Chosaint Sonraí 1988 agus ag an Acht um Chosaint Sonraí (Leasú) 2003 agus nach mbainfear úsáid as an fhaisnéis sin ach amháin chun na críocha chun ar beartaíodh í. Déanfar faisnéis a stóráil de réir Pholasaí Cosaint Shonraí an Ionaid.

5.5 Cinnteoidh Bord Bainistíochta Gaelcholáiste Chomáin go ndéanfar éifeachtúlacht an phróisis, na stráitéise agus an pholasaí a bhaineann le hiontrálacha a mheas go rialta.

6. CRITÉIR IONTRÁLA:

6.1 a) Ó tharla gur Scoil Dara leibhéal Ghaeilge í Gaelcholáiste Chomáin, ní mór go mbeadh leibhéal sásúil Gaeilge labhartha agus scríofa ag na daltaí, de réir mar arna measúnú ag na húdaráis scoile, sula nglactar na daltaí isteach. D'fhéadfaí daltaí ionchasacha a ghlaoch chuig agallamh gearr le Príomhoide na scoile, nó chuig ainmní de chuid an Phríomhoide, d'fhonn a leibhéal Gaeilge agus a dtiomantas oideachas maidir le hoideachas dara leibhéal trí mheán na Gaeilge a fháil amach.

b) Sula nglactar leanbh isteach sa scoil tabharfar Polasaí na Gaeilge do thuismitheoirí/daltaí agus ní mór go mbeadh sé léite sula sínófar é.

c) Tabharfar Cód Araíochta na scoile do thuismitheoirí agus do dhaltaí agus ní mór go mbeadh sé léite agus aontaithe sula nglactar an leanbh isteach sa scoil.

6.2 I gcás nach mbeidh an scoil in ann freastal ar líon na ndaltaí ar mhaith leo rollú sa scoil i rith bliana áirithe cuirfear na critéir seo a leanas i bhfeidhm maidir le leithdháileadh áiteanna de bhun 6.1 thuas.

- a) Daltaí a d'fhreastail ar Bhunscoileanna lán-Ghaeilge.
- b) Daltaí ó theaghlaigh ina bhfuil an Ghaeilge mar an chéad teanga.
- c) Daltaí a d'fhreastail ar bhunscoileanna nach bunscoileanna Gaeilge iad agus a bhfuil leibhéal sásúil Gaeilge labhartha agus scríofa acu, i dtuairim údarás na scoile, agus atá

tiomanta oideachas dara leibhéal a bhaint amach trí Ghaeilge.

d) Leithdháilfear na céad áiteanna ar na daoine is túisce a bheidh ann.

e) Déanfar liosta feithimh a bhunú nuair a bheidh gach áit atá ar fáil a leithdháileadh.

f) Rochtain ar acmhainní.

g) Oiriúnacht chúrsaí/chláir don dalta.

h) Measúnú gairmiúil na scoile maidir le doiciméadacht/tuairiscí tacaíochta den dalta i ndiaidh agallaimh agus breithmheasa.

i) Sláinte agus Sábháilteacht na ndaltaí agus na gcomhaltaí foirne eile.

7. Aistrithe ó scoileanna eile

7.1 Ní mór do dhaltaí a bhíonn ag aistriú ó scoileanna eile na critéir arna leagan amach thuas a chomhlíonadh i dtaca le 6.1 (a) thuas go háirithe. D'fhéadfaí go n-iarrfaidh teistiméireacht ó Phríomhoide na scoile deireanaí.

Déanfaidh an scoil gach iarracht réasúnta chun teacht i gcabhair ar dhalta a bhíonn ag iarraidh aistriú chuig Gaelcholáiste Chomáin. Déanfaidh bainistíocht na scoile cinneadh maidir le hiarratais iontrála chuig aon bhliain trí na critéir seo a leanas a chur i bhfeidhm. Ní mór iarratais ar aistriú a dhéanamh roimh an bhliain acadúil. Ní mór chomh maith go dtabharfaidh an scála ama sin tréimhse leithdháilte do bhainistíocht na scoile chun cinneadh a dhéanamh sula dtosóidh an scoilbhliain. Cinnfidh bainistíocht na scoile cibé an bhfuil nó nach bhfuil aistriú:

Ag comhaontú le polasaí iontrála na scoile.

Ar an rud is fearr maidir le leas an dalta.

Ar an rud is fearr maidir le leas na scoile.

Ina leas oideachasúil ag an dalta.

7.2 Nuair a dhéanamh dalta atá nó a bhí ina bhall de scoil dara leibhéal iarratas ar aistriú chuig Gaelcholáiste Chomáin ní mór go gcomhlíonfar na nósanna imeachta seo a leanas sula ndéantar cinneadh i leith an iarratais sin:

(i) Ní mór do thuismitheoir(i) an dalta Foirm Fhiosrúcháin comhlánaithe a lorgaíonn aistriú chuig Coláiste Chomáin a thabhairt ina shonraítear go soiléir na cúiseanna a bhfuiltear ag lorg aistrithe.

(ii) Ní mór go luafar go soiléir san Fhoirm Fhiosrúcháin na hábhair a bhfuil an dalta ag tabhairt fúthu tráth an iarratais. Mura mbeidh bainistíocht Gaelcholáiste Chomáin in ann na hábhair sin go léir a sholáthar, d'fhéadfaí áit a dhiúltiú ar fhorais oideachasúla.

(iii) Ní mór do Phríomhoide na scoile a bhfuil nó a raibh an dalta ag freastal uirthi Foirm Fhiosrúcháin a líonadh agus a thabhairt ar ais do Phríomhoide Gaelcholáiste Chomáin i dteannta doiciméadacht iomchuí eile (tuairiscí oideachasúla agus/ nó síceolaíoch) a shonróidh an scoil i ndáil le dalta.

(iv) Ní mór do thuismitheoir dalta nach bhfuil 18 mbliana d'aois slánaithe aige nó aici nó dalta a bhfuil 18 mbliana d'aois slánaithe aige nó aici dhá chóip de na tuairiscí scoile nó torthaí Scrúduithe Stáit is déanaí a thíolacadh más cuí.

(v) Nuair a bheidh (i), (ii), (iii) agus (iv) thuas comhlíonta, ní mór do thuismitheoir(i) agus don dalta (nó dalta atá os cionn 18 mbliana d'aois) freastal ar agallamh leis an mBord Athbhreithnithe um Iarratas Aistrithe.

Is iad na daoine seo a leanas a bheidh ina gcomhaltaí den Bhord:

- Príomhoide
- Leasphríomhoide
- Treoirchomhairleoir
- Ceann Bliana
- Múinteoir Tacaíochta Foghlama
- Múinteoir(i) Ábhar cuí

(vi) Ceanglófar ar an iarrthóir tástálacha measúnaithe cuí a dhéanamh arna gcinneadh ag bainistíocht Ghaelcholáiste Chomáin i gcomhairle le múinteoirí iomchuí.

(vii) I gcás ina mbeidh siblín (nó siblí) an iarrthóra thuas ag iarraidh dul chuig Coláiste Chomáin, déanfar an t-iarratas (na hiarratais) a mheas de réir na gcritéir atá leagtha amach thuas.

(viii) Má bhíonn Bainistíocht Gaelcholáiste Chomáin, i ndiaidh na nósanna imeachta thuas, sásta go bhfuil an t-iarratas bone fide agus, agus aird á tabhairt aici ar a dualgais reachtúla, má bhíon sí in ann freastal ar riachtanais oideachasúla an iarrthóra agus nach bhfuil sí ag cur isteach ar chearta na ndaltaí atá ina mball de Ghaelcholáiste Chomáin cheana, ansin déanfar áit ar an gcúrsa scoile arna iarraidh a thairiscint don iarrthóir.

(ix) Má bhraitheann bainistíocht na scoile gur chóir an t-iarratas a dhiúlú ní mór an t-ábhar a tharchur chuig an Bord Bainistíochta lena mheas agus ní mór tuismitheoir an iarrthóra atá faoi bhun 18 mbliana d'aois nó dalta a bhfuil 18 mbliana d'aois slánaithe aige nó aici a chur ar na eolas faoin gceart atá aige nó aici éisteacht phearsanta a fháil ón mBord sula ndéanfar cinneadh.

(x) Ní bhreithneofar iarratais a gheofar i gcúrsa na bliana acadúla ó dhaltaí a bhfuil cónaí orthu lasmuigh d'abhantrach na scoile.

(xii) Próiseálfaidh Bainistíocht na Scoile iarratais a gheofar i gcúrsa na bliana acadúla ó dhaltaí a théann chun cónaithe lena dtuismitheoirí in abhantrach na scoile agus má bhíonn áit ar fáil agus má mheastar go bhfuil an t-iarrthóir oiriúnach chun áit a bheith aige nó aici sa scoil, féadfaidh an Príomhoide an áit a thairiscint agus tuairisc a thabhairt ina dhiaidh sin don Bhord Bainistíochta. Má bhraitheann Bainistíocht na Scoile nach féidir nó nár cheart áit a thairiscint don iarrthóir ba chóir an t-

iarratas a tharchur chuig an Bord Bainistíochta lena plé agus ní mór tuismitheoir an iarrthóra atá faoi bhun 18 mbliana d'aois nó iarrthóir a bhfuil 18 mbliana d'aois slánaithe aige nó aici a chur ar na eolas faoin gceart atá aige nó aici éisteacht phearsanta a fháil ón mBord sula ndéanfar cinneadh.

(xiii) I gcás ina ndéanfaidh dalta, atá imithe ó Ghaelcholáiste Chomáin go deonach chun dul i mbun fostaíochta nó chun freastal ar institiúid oideachasúil eile, iarratas ina dhiaidh sin chun a bheith athghlactha isteach sa scoil, déanfaidh Bainistíocht na Scoile cinneadh faoi cibé ar féidir leis/léi a chuid/cuid staidéar a atosú sa scoil i ndiaidh athbhreithniú a dhéanamh ar infhaighteacht áiteanna, dúthracht an dalta i leith na hoibre, rannpháirteacht i ngníomhaíochtaí scoile, taifead tinrimh, iompar srl. nuair a d'fhreastail sé/sí ar Choláiste Chomáin.

(xiv) I gcás gur díbríodh dalta atá ag féachaint le háit a fháil i nGaelcholáiste Chomáin ó scoile eile nó gur iarraidh air nó uirthi iarratas iontrála a dhéanamh chuig scoil eile, ní chóir go mbeadh sé d'oibleagáid ar Ghaelcholáiste Chomáin glacadh leis an dalta seo isteach sa scoil fiú má tá an dalta sin ina chónaí/ina cónaí laistigh den abhantrach. I gcásanna den sórt sin féachfaidh bainistíocht na scoile cearta an iarrthóra agus cearta na ndaoine eile uile sa scoil a chomhardú.

8. Rialacháin na Roinne Oideachais:

8.1 Braitheann incháilitheacht iontrála ar na rialacháin ROS seo a leanas:

8.1 (i) Agus an aois is gá slánaithe: 12 ar an 1ú Eanáir sa bhliain féilire i ndiaidh iontráil an linbh isteach sa Chéad Bhliain.

8.1 (ii) Ní mór go mbeadh caighdeán oideachais bainte amach ag daltaí de bhunú na hÉireann atá comhionann le rang a Sé sa bhunscoil sa bhliain acadúil sula nglactar isteach iad.

8.1 (iii) Ní mór go mbeadh caighdeán oideachais comhionann bainte amach ag daltaí as tíortha eile.

7 ACHOMHAIRC:

7.1 I gcás ina ndiúltaítear iontráil chun na scoile, cuirfear an tuismitheoir agus an leanbh (nó dalta atá os cionn 18 mbliana d'aois) ar an eolas maidir leis an nós imeachta amhomharc de réir an Achta Oideachais 1998 agus de réir an Achta Oideachais (Leas) 2000.



Admissions Policy

The policy applies:

Students, parents, principals, administrative staff, teachers from Gaelcholáiste Chomáin , Mayo, Sligo and Leitrim Education and Training Board (MSLETB).

1.1 Gaelcholáiste Chomáin is an Irish-language Post-Primary school, under the patronage of MSLETB. The school offers boys and girls the opportunity to pursue their second level education through the medium of Irish.

1.2 Gaelcholáiste Chomáin welcomes all students who, in the professional judgment of the school authority, and based on appropriate documentation/reports, are suitable for admission, regardless of gender, race, academic abilities or cultural background. We are committed to providing the highest standard of education which is suited to the needs of all students, whose educational needs can be met by the school taking into account the safety and rights of all relevant persons and subject to the functions of the Minister pursuant to section 7 (1) of the Education Act 1998.

2.1 In establishing this policy, the Board of Management of Gaelcholáiste Chomáin seek to give expression to its commitment to the values which underpin the Education Act 1988, the Education (Welfare) Act. 2000, the Equal Status Act 2000 and the ethos and traditions of MSLETB. Gaelcholáiste Chomáin shall not refuse to admit a student except where in accordance with the policy of MSLETB under Education (ADMISSION TO SCHOOLS) Bill 2016.

2.2 Gaelcholáiste Chomáin reserves the right to refuse to enroll a student either where said student has a disability, special educational need which the school cannot meet, even with additional resources provided by the Department of Education and Science, or where the student would pose an unacceptable threat to students, staff and/or school property. The school also reserves the right to refuse re-admission, having regard to the constitutional rights of all persons concerned if, after consultation with the relevant authorities the school is unable to meet the appropriate individual needs.

3 THE RIGHTS OF CHILDREN AND PARENTS:

3.1 Gaelcholáiste Chomáin acknowledges the rights of all children, including children who have a disability, or who have other special educational needs, as they relate to education pursuant to the Education Act 1998 Section 6 (a) and subject to the functions of the Minister pursuant to section 7 (1) of the Education Act 1998.

3.2 Gaelcholáiste Chomáin acknowledges its duty to promote equality of access to and participation in education pursuant to the Education Act 1998 Section 6 (c) and subject to the functions of the Minister pursuant to section 7 (1) of the Education Act 1998.

3.3 Gaelcholáiste Chomáin respects the right of parents to send their children to a school of the parent's choice, having regard to the rights and statutory/legal duties of the School and with reference to 2.2 above and the effective use of resources pursuant to the Education Act 1998 Section 6 (e). The Coláiste also understands that parents do not have an absolute right.

4. PARENTAL RESPONSIBILITY:

4.1 The parent of a child (or a student who is over 18 years of age) who has made an application for admission to a school will be required to furnish relevant information as prescribed by the school.

4.2 Prior to admission to a school, the parent and child (or a student who is over 18 years of age) shall be required to sign a written undertaking to comply with the school's code of behavior. Where a parent/ guardian of a student under 18 years of age, or a student over 18 years of age, refuses to sign the schools code of behavior the student will be refused admission to the school.

4.3 Parents must recognize that the primary medium of instruction is Irish and it is expected that students complete their exams through the medium of Irish.

5. PROCEDURES FOR ADMISSION:

5.1 a) The principal, will visit local primary schools and provide information and documentation relating to enrolment.

b) The school will hold an Information evening in the second term. Advertisements will be placed in local media inviting all interested parties and particularly parents and students attending 5th and 6th classes in Primary Schools in the catchment area of Gaelcholáiste Chomáin to attend.

c) The school prospectus and application forms for admission will be available prior to and at the Information evening and also from the school, on request.

d) All prospective students/parents must fill out a written application form which should be submitted to the school by the stated closing date.

5.2 Gaelcholáiste Chomáin will seek the following information from the parent, student and/ or previous/present school, as appropriate, prior to making a decision regarding the

admission of a student to the school:

- a) Name, age and address of the student.
- b) Date of birth and birth certificate of the student.
- c) Student's PPS number.
- e) Address of parents.
- f) Relevant telephone numbers, including emergency numbers.
- g) Name, address and telephone number of the student's previous/present school.
- h) Information and records from previous/present school, including information relating to the student's level of Irish.
- i) Religion of student.
- j) Relevant medical information, including medical card number, if applicable.
- k) Relevant information regarding access to the child, custody of the child and legal orders pertaining to the child.

5.3 Within 21 days of receipt of the relevant information as outlined at 5.2 above, or within 21 days of the specified closing date for enrolments, (as decided by the Board of Management each year) and upon completion of Irish Level Assessment Exam the Board shall issue a decision to the parent of a child who has not yet reached the age of 18 years and to a student who has reached the age of 18 years.

5.4 Gaelcholáiste Chomáin affirms that data collected in relation to students and parents is governed by the Data Protection Act 1988 and the Data Protection (Amendment) Act 2003 and that information on file should be used only for the purposes for which it was intended. Information will be stored in accordance with the Centre's Data Protection Policy.

5.5 The Board of Management of Gaelcholáiste Chomáin shall ensure that an evaluation of the effectiveness of the process, strategy and policy regarding admissions is carried out regularly.

6. CRITERIA FOR ADMISSION:

6.1 a) As Gaelcholáiste Chomáin is an Irish-language Second level School students must have a satisfactory level of spoken and written Irish, as assessed by the school authorities, prior to admission. Prospective students may be called to a short interview with the school Principal, or his/her nominee, to ascertain their level of Irish and commitment to pursuing their second level education through the medium of the Irish language.

b) Prior to admission parents/students will be issued with the school's Polasaí na Gaeilge which they must read carefully, before signing to abide by same.

c) Parents and students will also be issued with the school's Code of Discipline which must also be read and agreed to in writing prior to admission to the school.

6.2 In the event of the school being unable to cater for the number of students wishing to enroll in a given year the following criteria will be put in place regarding the allocation of

places pursuant to 6.1 above.

- a) Students who have attended Bunscoileanna lán Gaeilge.
- b) Students from homes where Gaeilge is the first language.
- c) Students who attended non-Irish language primary schools and have a satisfactory level of spoken and written Irish, in the opinion of the school authorities, and a commitment to pursuing their second-level education through Irish.
- d) Places will be allocated on a first come first served basis.
- e) A waiting list will be established when all available places are allocated.
- f) The availability of resources.
- g) The suitability of courses/programmes for the student.
- h) The school's professional assessment of supporting documentation/reports and of the student following interview and appraisal.
- i) The Health and Safety of other students and staff.

7. Transfers from other schools

7.1 All transfer students must meet the criteria outlined above for admission with particular reference to 6.1(a). Reference may be sought from Principal of previous school.

The school shall make every reasonable effort to facilitate a student seeking to transfer to Gaelcholáiste Chomáin. The management of the school will decide on applications for admission to any year by applying the following criteria. Applications for transfer must be made prior to an academic year this time frame must also furnish the school management the allotted period to give a decision prior to the start of the school year. School management will decide whether or not a transfer:

- Is in agreement with the school's admission policy.
- Is in the best interest of the student.
- Is in the best interest of the school.
- Is of educational benefit to the student.

7.2 When a student who is already or was a member of a second level school makes application to transfer to Gaelcholáiste Chomáin the following procedures must be adhered to before a decision is taken in respect of this request:

- (i) The parent(s) of the student must submit a completed Form of Enquiry seeking transfer to Gaelcholáiste Chomáin stating clearly the reasons for this request.
- (ii) The Form of Enquiry must clearly state the subjects being studied by the applicant at the time of application. If the management of Gaelcholáiste Chomáin is unable to provide all of these subjects a place may be declined on educational grounds.
- (iii) The Principal of the school which the student is attending or last attended must complete a Form of Enquiry and return same to the Principal of Gaelcholáiste Chomáin together with other relevant documentation (educational and/or psychological reports) as may be specified by the school in relation to the student.
- (iv) The parent of a student who has not yet reached the age of 18 years or a student who has reached the age of 18 years must submit copies of the two most recent school reports or State Examinations results if appropriate.

(v) When (i), (ii) (iii) and (iv) above have been complied with, the parent(s) and student (or student who is over 18 years of age) must attend for interview with the Transfer Application Review Board.

The Board shall consist of at least three of the following:

- Principal
- Deputy Principal
- Guidance Counsellor
- Year Head
- Learning Support Teacher
- Relevant Subject teacher(s)

(vi) The applicant will be obliged to take appropriate assessment tests to be decided by the management of Gaelcholáiste Chomáin in consultation with relevant teachers.

(vii) Where a sibling (or siblings) of the above applicant seeks admission to Gaelcholáiste Chomáin such application(s) will be considered in accordance with the criteria outlined above.

(viii) If, following the above procedures, the Management of Gaelcholáiste Chomáin is satisfied that the application is a bona fide one and, mindful of its statutory obligations, is in a position to cater for the educational needs of the applicant whilst not infringing the rights of the students who are already members of Gaelcholáiste Chomáin then a place on the school course applied for may be offered to the applicant.

(ix) If the management of the school feels that the application should be refused the matter must be referred to the Board of Management for consideration and the parent of an applicant who is under the age of 18 years or a student who has reached the age of 18 years must be informed of their right of a personal hearing by the Board before a decision is reached.

(x) Applications received during the course of the academic year from students who reside outside the school catchment area will not be considered.

(xii) Applications received during the course of the academic year from students who take up

Residence with their parents in the school catchment area will be processed by the School Management and if a place is available and the applicant is deemed to be suitable for a place in the school, the Principal may offer a place and report subsequently to the Board of Management. If the School Management feels that a place cannot or should not be offered to the applicant the application should be referred to the Board of Management for deliberation and the parent of an applicant who is under the age of 18 years or an applicant who has reached the age of 18 years shall be informed of their right of a personal hearing by the Board before a decision is reached.

(xiii) Where a student, who has left Gaelcholáiste Chomáin voluntarily to take up employment or to attend another educational institution, subsequently makes an application for readmission to the school the School Management will make a decision as to whether or not the student may resume her/his studies in the school having first reviewed the availability

of places, the student's application to work, participation in school activities, record of attendance, behavior etc. when she/he last attended Gaelcholáiste Chomáin.

(xiv) When a student seeking a place in Gaelcholáiste Chomáin has been excluded from another school or has been requested to seek admission to another school, the management of Gaelcholáiste Chomáin shall not feel obliged to accept this student into the school even if said student lives within the catchment area. In such cases the school management shall seek to balance the rights of the applicant with the rights of all other persons in the school.

8. Department of Education Regulations:

8.1 Eligibility for admission includes the following DES regulations:

8.1(i) having reached the required age: 12 on the 1st January in the calendar year following the child's entry into First Year.

8.1(ii) Pupils of Irish nationality should have attained a standard of education equivalent to Sixth class in Primary School in the academic year prior to entry.

8.1(iii) Students from other countries should have reached a comparable standard of education.

7 APPEALS:

7.1 where admission to a school is refused, the parent and child (or a student who is over 18 years of age) shall be informed of the appeals procedure in accordance with the Education Act 1998 and the Education (Welfare) Act 2000.

Ghlac Bord Bainistíocht na scoile an polasaí seo ar 04-2018