

Junior Infant

**Admissions Policy
for the Parish Schools of
St Mochta, Porterstown.**

Academic Year 2020/2021

Admissions Policy for Parish Schools of St. Mochta's Parish, Porterstown

This policy is set out in accordance with the provisions of the Education Act, 1998. The Boards of Management trust that by so doing, parents will be assisted in relation to enrolment matters. Furthermore, the Chairpersons of the Boards of Management and the Principal Teachers will be happy to clarify any queries arising from the policy.

The schools are named St. Mochta's National School and St. Patrick's National School. They are situated in Porterstown Parish, Dublin 15 and are both Roman Catholic Schools under the patronage of The Roman Catholic Archbishop of Dublin. A Roman Catholic School (which is established in connection with the Minister for Education) aims at promoting the full and harmonious development of all aspects of the child: intellectual, physical, cultural, moral and spiritual, including a living relationship with God and with other people. The schools model and promote a philosophy of life inspired by belief in God. Roman Catholic schools provide Religious Education for the pupils in accordance with the doctrines, practices and traditions of the Roman Catholic Church and promote the formation of the pupils in the Roman Catholic Faith.

Both schools cater for the full range of primary classes, Junior Infants – Sixth Class. They are recognised schools under the Department of Education and Skills. St. Mochta's NS has **32** mainstream classes and St. Patrick's NS has **28** mainstream classes. They are both co-educational schools, catering for both boys and girls.

The schools operate under the grants, teacher resources and accommodation provided by the Department of Education and Skills. They are governed by regulations laid down by the Department of Education & Skills. School policy has regard to the teacher resources, accommodation and funding available.

The schools follow the curricular programmes prescribed by the Department of Education and Skills, which may be amended from time to time, in accordance with Sections 9 and 30 of the Education Act (1998).

Applicants must be at least four years of age by September 30th in the year they start school. Compulsory attendance at school does not apply until the age of 6 years.

Application for Admission Forms for Junior Infants (**September 2020**) are available from **23rd September 2019**. All applications must be returned to the schools during registration, which takes place on **14th, 15th and 16th October 2019**. The Boards of Management communicate arrangements regarding enrolment through:

- St Mochta's Parish Newsletters
- Announcements at Masses in St Mochta's Parish Church
- St Patrick's & St Mochta's School newsletters
- Present parent bodies
- Local newspapers
- School web sites
- Large public sign outside each school.

Decisions in relation to applications for enrolment are made by the Boards of Management in accordance with school policy. The Principals, on behalf of the Boards, will notify parents within 21 days following registration. It should be noted that the school reserves the right to request further documentation to validate the primary residence and/or the registration process.

The schools support the principles of:

- Inclusiveness with reference to the enrolment of children with a disability or other special educational need;
- Equality of access and participation in the school;
- Respect for the diversity of values, beliefs, traditions, languages and ways of life in society.

within

- (a) the rights of the Patron as set out in the Education Act, 1998
- (b) the context and parameters of Departmental regulations and programmes,
- (c) the provisions of Section 14(b) (i) of The Equal Status Act 2000
- (d) and the funding, teacher resources and accommodation available.

Under section 29 of the Education Act, 1998, any parent or guardian can appeal a school's refusal to enrol his/her child.

There is a total of 210 Junior Infant places in the Parish Schools. There are 7 Junior Infant classes in the parish schools.

The objective of the Parish Admissions Policy is to maximise the number of places available to children who are living within the boundary area of Porterstown Parish and the associated communities of Clonsilla, Porterstown, Diswellstown, and Luttrellstown.

St. Mochta's N.S. and St. Patrick's N.S. will offer places to children in the following order:

1. Category 1

Category 1 applicants must fulfil one of the following criteria:

a) Have a sibling(s) currently attending one of the parish schools.

and / or

b) Be resident within the boundaries of the Parish. The address provided on the child's application form must be the child's *primary residence*.

and / or

c) Be a child of a current member of staff. (Teachers, Special Needs Assistants, Secretary, Caretaker)

The Boards of Management determine who qualifies for a Junior Infant place in the parish schools if there is an over-subscription as follows:

- Up to a maximum of **210** offers are made.
(90 maximum in St Patrick's; 120 maximum in St Mochta's)
- 210 places are offered in order of age, priority to the eldest. All children who turn four years of age by the birth date of the 210th eldest applicant will qualify for a place in one of the parish schools. This date then becomes the 'Cut-Off Date' for all applicants.

The Boards of Management will determine which of the qualifying applicants will be offered a Junior Infant Place in that school as follows:

- Qualifying siblings and children of staff will be offered places in the same school as their brother(s) / sister(s) / school in which their parent is employed.
- The remaining places will be offered in the order in which addresses are listed on page 7 & 8 of this Admissions Policy.

2. Category 2

All other applicants. Places will be offered in order of age. (*Priority to the eldest*)

Explanatory notes

Common Waiting List

There will be one "Common Waiting List" for the two schools which will be administered as follows:

Unsuccessful applicants will be notified in writing and will be invited to apply for a place on the Common Waiting List. Parents must contact either school to request a place on this list.

Any places which become available will be offered **in order of age** but only when fewer than 90 places have been accepted in Saint Patrick's and fewer than 120 places accepted in Saint Mochta's in the following order:

1. Category 2 applicants within the cut-off date. (priority to eldest)
2. Category 1 applicants outside of the cut-off date.
3. Category 2 applicants outside the cut-off date.
4. Late Applications

Late Applications

Late Applications are applications received after the Registration Dates 14th, 15th, 16th October 2019.

Late Applications will only be considered after Point no. 3 on the Common Waiting List Explanatory Note above.

What are my options if my child is offered a place in the second choice school?

1. Accept the place offered in the school of second choice. Once you accept a place in one of the parish schools your child's name cannot be placed on the common waiting list.
2. It is not permitted to accept the place in the school of second choice and remain on the waiting list for the school of first choice.

**The common waiting list will remain in place until 30th September 2020.
All data of applicants on that list is then destroyed and no longer kept on file.**

Registration

This takes place on **14th, 15th & 16th October**. Parents / Guardians register their expression of interest in applying for a school place in one of the parish schools. The school of choice should be clearly indicated on the Application for Admission form. **Completion of this application does not guarantee or constitute an offer of a place in either of the parish schools.**

Procedure for the offer of places

- All applications are received during registration (**14, 15 & 16 October**).
- Applications in each school are divided into:
 - Category 1** (Brothers and sisters of children in the schools and / or children living within the boundaries of the Parish and / or children of current staff. (Teachers, Special Needs Assistants, Secretary, Caretaker)
 - Category 2** (All other applicants)
- The Principals of both schools meet, on behalf of their Boards of Management to calculate the total number of Category 1 applicants to the parish schools. A cut-off date is calculated by the date of birth of the 210th eldest applicant. *Up to a maximum of 210 junior infant offers are then made for the parish schools.*
- Qualifying siblings and children of staff will be offered places in the same school as their brother(s) / sister(s) / school in which their parent is employed.

- The remaining places will be offered in the order in which addresses are listed on Page 7 and 8 of this Admissions Policy. This is determined by the criteria as outlined in the Appendix 1 below, where St. Patrick's NS will offer places to qualifying applicants, starting a number 1 on the list and working in numerical order. St. Mochta's N.S. will offer places to qualifying applicants starting on number 176 and working in reverse numerical order.
- Once all Category 1 applicants within the cut-off date have been offered places, the remaining vacancies, if any, are offered to those on the Common Waiting List in accordance with the criteria set out on page 5 above.

Application for Admission – Junior Infants, Academic Year 2020/2021

Registration for Junior Infants 2020/2021 will take place at St. Patrick's NS and St. Mochta's NS on 14th, 15th and 16th October 2019 from 10am to 12 noon.

An evening registration will take place on Monday 14th October 2019 from 7pm to 9pm.
Admission Application Forms received outside of these dates will be deemed late.

The following items must accompany the application for admission:

- An original Birth Certificate (together with a photocopy)

All non-sibling applications must also be accompanied by **TWO** different documents showing the name and address of the parents/guardians (utility bills must be dated within 3 months of registration)

- | | | |
|-----------------------------|----------------------------------|------------------------------------|
| ○ Electricity Provider Bill | ○ Gas Provider Bill | ○ Landline Telephone Provider Bill |
| ○ TV Service Provider Bill | ○ Mobile Telephone Provider Bill | ○ Tax Credit Certificates |
| ○ Motor Car Ins. Cert. | ○ Social Welfare Documentation | ○ Refuse Collection Provider |

Appendix 1

Full list of Parish Addresses

Listed on pages 7 & 8 are the addresses in the Parish of St Mochta from which the two schools will offer places to qualifying Category 1(b) applicants should there be more applicants than places in either of the schools. Under the terms of this enrolment policy, St. Patrick's N.S. will offer places to qualifying Category 1(b) applicants, starting at number 1 and working in numerical order. St. Mochta's N.S. will offer places to qualifying Category 1(b) applicants starting on number 176 and working in reverse numerical order.

N.B. If you are living in the parish of St Mochta and your address has been omitted in error from the list, please contact the school to which you intend to apply immediately. The Boards of Management of both schools will agree the appropriate adjustment(s) to the list prior to offering any places.

Full list of Parish Addresses

1 Hamilton Park	53 Luttrell Park Close
2 Diswellstown Manor	54 Riverwood Green
3 Diswellstown Cottages	55 Luttrellstown Place
4 Sandpits	56 Mountain View Cottages
5 Mulberry Park	57 Luttrellstown Glade
6 Mulberry Drive	58 Luttrellstown Grove
7 Mulberry Crescent	59 Luttrell Park View
8 Mulberry Court	60 Luttrell Park Heath
9 Mulberry Lawn	61 Riverwood View
10 College Gate	62 Luttrellstown Thicket
11 Bracken Park	63 Homeleigh
12 Woodberry	64 Riverwood Way
13 Fottrell Hall	65 Riverwood Grove
14 Outfarm Lane	66 Stationview
15 Cottonwood	67 Riverwood Lawn
16 Park Manor	68 Luttrellstown Court
17 Bramley Garth	69 Oldfarm
18 Bramley Court	70 Luttrell Park Grove
19 Bramley Avenue	71 Riverwood Crescent
20 Burnell Avenue	72 Luttrellstown Dale
21 Burnell Green	73 Luttrellstown Chase
22 Carpenterstown Manor	74 The Orchard
23 Luttrellstown Road	75 Luttrell Park Lawn
24 Bramley Crescent	76 Riverwood Park
25 Bramley Way	77 Riverwood Drive
26 Bramley Park	78 Riverwood Close
27 Bramley Heath	79 Riverwood Hall
28 Carpenterstown Road	80 Luttrell Park Court
29 The Beeches	81 Riverwood Place
30 Luttrellstown Avenue	82 Riverwood Glen
31 Luttrellstown Close	83 Fernleigh Drive
32 Luttrellstown View	84 Fernleigh Way
33 Luttrellstown Walk	85 Riverwood Court
34 Somerton (Golf Course)	86 Riverwood Chase
35 Somerton Lane	87 Riverwood Glebe
36 Warren Green	88 Fernleigh Place
37 Warren Close	89 Fernleigh Grove
38 Luttrellstown Oaks	90 Fernleigh Close
39 Luttrellstown Park	91 Fernleigh Green
40 Warren Crescent	92 Riverwood Terrace
41 Luttrellstown Green	93 Fernleigh Crescent
42 Warren Avenue	94 Fernleigh Lawn
43 Luttrellstown Heights	95 Fernleigh Heath
44 Luttrellstown Heath	96 Riverwood Dale
45 Luttrellstown Rise	97 Riverwood Heath
46 Luttrellstown Drive	98 Fernleigh Park
47 Luttrellstown Lawn	99 Fernleigh Dene
48 Luttrell Park Crescent	100 Riverwood Copse
49 Riverwood Gardens	101 Riverwood Vale
50 Luttrell Park Green	102 Riverwood Dene
51 Luttrell Park Drive	
52 Luttrellstown Way	

Full list of the estates in the parish: (continued)

103 Fernleigh Dale	152 Portersgate Green
104 Fernleigh Grange	153 Portersgate Close
105 Fernleigh Vale	154 Portersgate Drive
106 Fernleigh Court	155 Portersgate Grove
107 Fernleigh View	156 Portersgate Court
108 Annfield View	157 Portersgate Way
109 Woodbrook Hall	158 Portersgate Avenue
110 Woodbrook Park	159 Portersgate Lawn
111 Annfield Drive	160 Portersgate Rise
112 Annfield Close	161 Portersgate Heights
113 Woodbrook Square	162 Mount Symon Avenue
114 Annfield Court	163 Mount Symon Lawn
115 Annfield Lawn	164 Mount Symon Park
116 Woodbrook Crescent	165 Mount Symon Drive
117 Woodbrook Court	166 Mount Symon Close
118 Annfield Crescent	167 Mount Symon Green
119 Windmill	168 Mount Symon Rise
120 Portersfield Apartments	169 Mount Symon Crescent
121 Stationcourt View	170 Mount Symon Dale
122 Stationcourt Park	171 Aldemere
123 Stationcourt Way	172 The Meadows
124 Stationcourt Hall	173 Windemere
125 Weavers Hall	174 Allendale Square
126 St Mochta's Drive	175 Barberstown
127 St Mochta's Road	176 Barnhill
128 St Mochta's Green	
129 St Mochta's Grove	
130 St Mochta's Avenue	
131 St Mochta's Vale	
132 St Mochta's Chase	
133 St Mochta's Lawn	
134 St Mochta's Glen	
135 Manor Court	
136 The Courtyard	
137 Clonsilla Road	
138 Porterstown Road	
139 The Village	
140 Kellystown Road	
141 Rugged Lane	
142 Sandholes	
143 Strawberry Beds	
144 Shelerin Road 1-5	
145 Orchard Avenue	
146 Weavers Row	
147 Lambourn	
148 Weavers Walk	
149 Larch Grove	
150 Portersgate Crescent	
151 Portersgate View	