



Educate
Together

**North Wicklow Educate Together
Secondary School
Roll Number 68261L**

c/o Educate Together
11/12 Hogan Place
Dublin 2

www.northwicklowsecondary.ie
www.educatetogether.ie

Enrolment / Admissions Policy

ADMISSIONS POLICY

INTRODUCTION

North Wicklow Educate Together Secondary School (North Wicklow ETSS) is a multi-denominational, co-educational secondary school recognised by the Department of Education and Skills (DES). As such, it operates within the regulations laid down by the DES. The school follows the curricular programmes prescribed by the Department, which may be amended from time to time, in accordance with Sections 9 and 30 of the Education Act, 1998.

VISION

Our vision is for a new model of second-level school, one that places the student – your child – at its centre. We aim to create a vibrant, welcoming school community to which every student feels a real sense of belonging. We use the best teaching and learning methods to enable each individual student to reach their full academic and social potential.

AIM

North Wicklow ETSS aims to provide an education that will enable all students to contribute meaningfully to their communities, embrace the rights and responsibilities of citizenship in a democratic society and develop the knowledge and skills necessary to live their lives and to build their careers in the 21st century.

OUR ETHOS

Educate Together Schools are committed to the values laid down in Educate Together's Charter. Our schools are learner-centred, multi-denominational, co-educational and run democratically. This means that all members of the school community, whatever their social, cultural or belief background, work together in an atmosphere of dignity and respect. Students follow an ethical curriculum, which includes learning about different religions and belief

systems. Our ethos provides a strong moral, ethical and spiritual framework for the whole school community, and informs all policies and practices in the daily life of the school.

In exercising this policy making and decision making responsibilities the School Manager upholds the characteristic spirit of the school.

Admissions Policy

The Admissions Policy for the school has been published in accordance with the requirements of the Education Act, 1998.

The admissions policy of North Wicklow ETSS will reflect at all times the educational philosophy and aims of Educate Together. The admissions policy will also, at all times, reflect the school's mission and the ethos upon which the school has been founded.

Applicants must have reached twelve years of age by January 1st of their first year in North Wicklow ETSS, that is, 1st January 2017 and should be no older than is appropriate to their peers. For September 2016, applications will be accepted from students who are in 5th Class in primary school during 2014/15 school year or equivalent for repeating students in sixth class.

Students should have completed a primary school programme including 6th Class or equivalent.

It is the policy of the school NOT to accept transfer students from other schools.

The applicant's original birth certificate and two passport photos must accompany applications.

Places will be offered to applicants in the following priority order:

Priority 1 North Wicklow geographical areas as defined as “Bray” “Kilternan” and “Ballybrack/Shankill”

Children living in the in the attached DES map (see appendix 1). Places will be offered on a first come first served basis.

Students who satisfy the above criterion have automatic access if places are available in the school.

Priority 1 places will be offered on a first-come-first-served when there is a lesser amount of applications than places. If the number of applications is greater than the places available then all of the Priority 1 places will be allocated based on a random selection. The children who do not receive offers based on this selection will be placed on a waiting list based on the hierarchy established by the random selection.

Priority 2

Should places remain available following the enrolment of Priority 1 applicants, applications will be considered from students who, at the time of application, attend Bray School Project, Greystones ETNS, Wicklow ETNS. Places will be offered on a first come first served basis.

Priority 3

Should places remain available following the enrolment of Priority 1 and Priority 2 applicants, applications will be considered from students who, at time of application, attend an Educate Together National School. Places will be offered on a first come first served basis.

Priority 4

Should places remain available following the enrolment of Priority 1, Priority 2 and Priority 3 applicants, applications will be considered from all other applicants. Places will be offered on a first come first served basis.

NB: Proof of residence – where residency is a criterion for enrolment according to Priority 1, proof of residence may be sought (2 utility bills, ESB, Gas, Eircom, UPC etc.).

Parents/guardians and /or students over 18 years of age may appeal a decision to refuse to enrol to the School Manager and failing this to The Secretary General of the Department of Education under Section 29 of the Education Act, 1998. Such appeals should be in writing and made within 42 days of the notification of such a decision (Ref. DES. Circular M48/01).

Special Needs

Students with special educational needs, who meet the above criteria for admission, are welcome to apply to the school.

North Wicklow ETSS is committed, within its resources, to do all that is reasonable to accommodate students with special needs.

The Board of Management must be made aware of any special needs as early as possible so that these needs can be assessed and addressed where possible.

To assist the Board of Management in meeting needs it is essential that the Board is fully informed of the student's educational history and the resources required to provide an educational service appropriate to the applicant's best interests.

Ratified on 11th November 2014

Procedure for Student Entry, September 2016

- Enrolment application forms will be made available from Monday 11th May 2015.
- Enrolment application forms will only be accepted in respect of first year entrants, i.e. students starting second-level in September 2016.
- Forms can be obtained from the Educate Together National Office, 11-12 Hogan Place, Dublin 2 from Monday 11th May 2015.
- Forms can also be downloaded from the North Wicklow ETSS website www.northwicklowsecondary.ie, or from the Educate Together website www.educatetogether.ie, from Monday 11th May 2015.
- The closing date for completed application forms will be Friday 25th September 2015.
- Offers of places will begin on Monday 28th September 2015.
- Failure to respond to an offer of a place in writing within 14 days of the offer being made will result in the place being forfeited.
- Places will be offered in order of priority i.e. Priority 1, Priority 2, Priority 3 and Priority 4.
- Anyone applying after Friday 25th September 2015 will be placed on a waiting list and offered a place only after the 4 priority categories have been cleared.

