

St. John the Baptist National School

Midleton Phone: 021-4632587
Co. Cork Fax: 021-4632587
E-mail: sjbns@eircom.net
Web address: www.stjohnthebaptistns.scoilnet.com

“Together, to learn and achieve”

School Admissions Policy

1. Those wishing to apply for enrolment at St. John the Baptist N. S. should contact the school and complete a Notification of Intention to Apply Form as soon as possible, and in any event by 15th September in the year prior to the intended year of enrolment.
2. Those who have returned a Notification of Intention to Apply Form will be sent an Application Form on 15th September in the year before the intended year of enrolment.
3. The closing date for the receipt by the school of such Application Forms shall be 15th January in the intended year of enrolment.
4. Only such Application Forms as have been fully completed will be considered by the Board of Management. Completion of such a form does not give any entitlement to a place in the school, and early completion of the form is not a factor in the allocation of places at the school.
5. All applicants must be 4 years old by 1st September in the year of admission.
6. Prior to the February meeting of the Board of Management, at which meeting the offer of places will be agreed, the Principal and the Chairperson will discuss the list of applicants in order to advise the Board. All applicants will be informed, in writing, of the Board's decision within 21 days of the closing date for receipt of applications.
7. In making its decisions, the Board 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:-
 - (a) the number of pupils expected to leave the school
 - (b) the size of the smallest classroom in the school (the average maximum class size - pupils in room - in a standard sized school is 28 pupils)
 - (c) the effect of offering places on the splitting / pairing of classes
 - (d) the deployment of teachers
 - (e) the resources of the school
 - The religious denomination of the applicant
 - The place of residence of the applicant

St. John the Baptist National School

Midleton	Phone:	021-4632587
Co. Cork	Fax:	021-4632587
	E-mail:	sjbns@eircom.net
	Web address:	www.stjohnthebaptistns.scoilnet.com

8. St. John the Baptist School is a Church of Ireland school. In relation to religious denomination, therefore, priority will be applied as follows:
 - (a) Church of Ireland children who live in Cloyne Union parish and those of accustomed membership of the churches of the parish.
 - (b) Church of Ireland children who live outside Cloyne Union parish in areas traditionally served by the school.
 - (c) Children who live in Cloyne Union parish and who are members of churches which are full ecumenical partners of the Church of Ireland.
 - (d) Children from other local protestant churches with which the Church of Ireland has developed reciprocal, ecumenical relationships at a local level, e.g., Midleton Evangelical Church.
 - (e) Children of other Christian denominations.
9. Neither siblings of children already at the school nor children of members of staff are automatically entitled to a place.
10. Except in a case of change of residence, applications are not generally entertained for admission during the school year.
11. Except in special circumstances, applications are not generally entertained for admission of pupils who wish to transfer from another school in the locality.
12. The Board of Management may draw up a waiting list. Such a waiting list does not carry forward to subsequent years in the case of a child who is not offered a place. Neither does any waiting list prejudice the entitlement of any child in categories 8(a) and 8(b) above.
13. The Principal and the Chairperson may interview those placed on a waiting list in order to determine the priority of their applications.
14. Applicants who are refused a place in the school may request a review of the Board's decision, but generally only on the basis of additional information not already submitted.
15. Section 29(1)(c) of the Education Act, 1998, provides for procedures under which, in some circumstances, an appeal against a decision of the Board may be made to the Secretary General of the Department of Education & Science.