

# St. Mary's S.N.S.

Roll No.: 19647I



## Admission Policy

*School Patron: Catholic Archbishop of Dublin*  
*Approved Policy 9<sup>th</sup> February 2023*

22/02/2023

## **1. Introduction**

The admission policy of St. Mary's Senior National School (SNS) was initially formulated in 1980 when the school first opened. It evolved as a result of meetings, discussions and consultation involving the Principal, the board of management (BOM) and the whole school community. The BOM is responsible for the running of the school in accordance with the Rules of National Schools and in compliance with circulars issued by the Department of Education and Skills (DES). The enrolment policy is reviewed and is updated as necessary to cater for the growing needs of the combined parish of Rowlagh and Neilstown. The policy was last updated in December 2020.

The policy was approved by the school patron on 9<sup>th</sup> February 2023. It is published on the school's website and will be made available in hardcopy, on request, to any person who requests it.

This policy complies with the requirements of the Education Act 1998, the Education (Admission to Schools) Act 2018 and the Equal Status Act 2000. In drafting this policy, the board of management of the school has consulted with school staff, the school patron and with parents/guardians of children attending the school.

The relevant dates and timelines for St. Mary's SNS admission process are set out in the school's annual admission notice which is published annually on the school's website at least one week before the commencement of the admission process for the school year concerned.

This policy must be read in conjunction with the annual admission notice for the school year concerned.

The application form for admission is published on the school's website and will be made available in hardcopy on request to any person who requests it.

The Chairperson of the Board of Management of St. Mary's Senior National School, Rowlagh, Clondalkin, Dublin 22 and the Principal, Annette Doherty, will be happy to clarify any further matters arising from the policy. It is important to note that the policy may be reviewed and amended subject to any specific directions of the patron and/or the Minister for Education.

## **2. Characteristic Spirit and General Objectives of the School**

St. Mary's SNS is a Catholic co-educational primary school with a Catholic ethos under the patronage of the Archbishop of Dublin.

"Catholic Ethos" in the context of a Catholic primary school means the ethos and characteristic spirit of the Roman Catholic Church, which aims at promoting:

- (a) the full and harmonious development of all aspects of the person of the pupil, including the intellectual, physical, cultural, moral and spiritual aspects; and
- (b) a living relationship with God and with other people; and
- (c) a philosophy of life inspired by belief in God and in the life, death and resurrection of Jesus; and
- (d) the formation of the pupils in the Catholic faith,

and which school provides religious education for the pupils in accordance with the doctrines, practices and traditions of the Roman Catholic Church, and/or such ethos and/or characteristic spirit as may be determined or interpreted from time to time by the Irish Episcopal Conference.

In accordance with S.15 (2) (b) of the Education Act, 1998 the Board of Management of St. Mary's SNS shall uphold, and be accountable to the patron for so upholding, the characteristic spirit of the school as determined by the cultural, educational, moral, religious, social, linguistic and spiritual values and traditions which inform and are characteristic of the objectives and conduct of the school.

**Mission Statement:**

St. Mary's Senior National School, working with home and community, aims towards a positive and happy place of learning for everyone. While working together as a school community, the school also strives to ensure that individual needs are catered for. Children will be encouraged to reach their full potential academically, physically, spiritually, emotionally and socially in an atmosphere and environment in which they feel safe, secure and valued and in which respect for self and others is the norm.

**3. Admission Statement**

<p><b>School Name:</b> St. Mary's Senior National School</p> <p><b>School Address:</b> Rowlagh, Clondalkin, Dublin 22</p> <p><b>Telephone No.:</b> 01 6262563</p> <p><b>Fax:</b> 01 6262563</p> <p><b>E-mail:</b> stmarysrowlagh@gmail.com</p> <p><b>Denominational Character:</b> Catholic</p> <p><b>Name of Patron:</b> Archbishop of Dublin</p>
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**Total Number of Teachers in the School:** 22 (Principal , 10 mainstream teachers, 3 special class teachers, (2ASD class and 1 MGLD class), 6 special education teachers (SET members), 1 Home School Community Liaison (HSCL) teacher and 1 Support Teacher

**Other Staff:** 9 special needs assistants (SNAs), 1 secretary, caretaker (shared with the junior school) and 4 cleaners

**Range of Classes Taught:** 3rd to 6th Class

**Special Classes:** mild general learning disability (MGLD) and autism spectrum disorder (ASD).

**Opening Times:** 9.00am to 2.40pm.

The school depends on the grants and teacher resources provided by the Department of Education and Skills and it operates within the regulations laid down, from time to time, by the Department. All school policies must have regard for the resources and funding available.

The school follows 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). The school embraces the curriculum programme prescribed by the Department of Education and Skills, which may be revised from time to time, in accordance with sections 9 and 30 of the Education Act. The curriculum at St. Mary's National School provides for a broad, balanced and relevant learning experience which recognises and respects individual developmental needs in a caring and supportive environment.

A wide variety of traditional and modern teaching methods are used and many aspects are integrated throughout the day to deliver the Revised Primary Curriculum. The subjects taught include: English, Gaeilge, maths, visual arts, music, drama, Social, Personal and Health Education (S.P.H.E.), Social, Environment and Scientific Education (S.E.S.E), physical education and religious education.

The teaching of religious education throughout the school is in accordance with the programme stipulated by the Diocesan Advisors. The Grow in Love programme is the scheme that is in use. It is a developmental scheme, which builds upon what has been taught before. All sorts of activities such as art, creative writing, drama and music are used to help the children understand the Christian message and relate it to their lives, helping them to develop spiritually, morally and socially. It is important to note that Religious Education in a Catholic School cannot be confined to specific RE lessons. It permeates all aspects of school life. Children take part in daily collective

prayer. This may be within their classroom, or with the whole school at assemblies. Children are prepared for the sacrament of Confirmation in sixth class.

**Composition of the Board of Management Dec. 2019 - Nov. 2023:**

**Chairperson:** Mr. Colum Geraghty

**Patron's Representative:** Mr. Paddy Mills

**Principal:** Ms. Annette Doherty

**Parents' Representatives:** Ms. Estelle McDermott-Dunne and Mr. Adrian O'Sullivan

**Teachers' Representative:** Ms. Orla Larkin

**Community Representatives:** Mr. Jimmy McKeever and Mr. William Hanley

**Code of Behaviour:**

All parents/guardians enrolling their child in the school should familiarise themselves with the school's Code of Behaviour "Discipline for Learning" (*available in full on the school website*) which is given in summary form to each parent/guardian when applying for enrolment. Parents/guardians must agree to support the school in relation to this. Parents/guardians sign the appropriate section of the enrolment form to indicate their acceptance of the code. This code of behaviour is applied to **all** children in the school regardless of ethnicity, gender, race, civil status, sexual orientation, special educational needs, disability, language, traveller status, religious/political beliefs, family or social circumstances. Some modifications may need to be made to take into account pupils' special educational needs for e.g. rules may be explained in a simplified form to pupils with MGLD.

St. Mary's SNS will cooperate with the National Council for Special Education in the performance by the Council of its functions under the Education for Persons with Special Educational Needs Act 2004 relating to the provision of education to children with special educational needs, including in particular by the provision and operation of a special class or classes when requested to do so by the Council.

St. Mary's SNS will comply with any direction served on the patron or the board, as the case may be, under section 37A and any direction served on the board under section 67(4B) of the Education Act

St. Mary's SNS will not discriminate in its admission of a student to the school on any of the following:

- (a) the gender ground of the student or the applicant in respect of the student concerned,

- (b) the civil status ground of the student or the applicant in respect of the student concerned,
- (c) the family status ground of the student or the applicant in respect of the student concerned,
- (d) the sexual orientation ground of the student or the applicant in respect of the student concerned,
- (e) the religion ground of the student or the applicant in respect of the student concerned,
- (f) the disability ground of the student or the applicant in respect of the student concerned,
- (g) the ground of race of the student or the applicant in respect of the student concerned,
- (h) the traveller community ground of the student or the applicant in respect of the student concerned, or
- (i) the ground that the student or the applicant in respect of the student concerned has special educational needs

As per section 61 (3) of the Education Act 1998, 'civil status ground', 'disability ground', 'discriminate', 'family status ground', 'gender ground', 'ground of race', 'religion ground', 'sexual orientation ground' and 'Traveller community ground' shall be construed in accordance with section 3 of the Equal Status Act 2000.

St. Mary's SNS is a school whose objective is to provide education in an environment which promotes certain religious values and does not discriminate where it refuses to admit as a student a person who is not Roman Catholic and it is proved that the refusal is essential to maintain the ethos of the school.

St. Mary's SNS is a school which has established a class, with the approval of the Minister for Education and Skills, which provides an education exclusively for students with a category or categories of special educational needs specified by the Minister and may refuse to admit to the class a student who does not have the category of needs specified.

#### 4. Categories of Special Educational Needs catered for in the Special Classes

St. Mary's SNS with the approval of the Minister for Education and Skills, has established a class to provide an education exclusively for students with a mild general learning disability (MGLD).

To be considered for enrolment in the special class for MGLD, a child **must** fulfil all the following requirements as prescribed by the National Council for Special Education (NCSE) and the Department of Education and Skills:

- A recent psychological assessment with the outcome being a primary diagnosis of mild general learning disability (MGLD)
- A recommendation in the psychological report that a special class placement for MGLD in a mainstream school is both necessary and suitable for the child
- The child must be aged between 8 - 12 years
- There must be parental consent for placement in the special class

In accordance with advice from the National Council for Special Education (NCSE), children in the special class are also assigned a place in a base mainstream class.

St. Mary's SNS with the approval of the Minister for Education and Skills, has established a class to provide an education exclusively for students with autism spectrum disorder (ASD).

To be considered for enrolment in the special class for ASD, a child **must** fulfil all the following requirements as prescribed by the National Council for Special Education (NCSE) and the Department of Education and Skills:

- The child must have a primary diagnosis of autism spectrum disorder (ASD) using a professionally recognised clinical and psychological assessment procedure such as the DSM-V or ICD 10 or equivalent by a psychologist and/or multi-disciplinary team. A multi-disciplinary team may consist of a clinical psychologist, occupational therapist, speech & language therapist, social worker and/or a physiotherapist.
- A recommendation in the psychological and/or multidisciplinary report that a special class placement for ASD in a mainstream school is both necessary and suitable for the child
- The child must be aged between 8 - 12 years
- There must be parental consent for placement in the special class

In accordance with advice from the National Council for Special Education (NCSE), children in the special class are also assigned a place in a base mainstream class.

\*Please note that relevant supporting documentation must be provided at the time of application to either special class.

## 5. Procedure for Enrolment

Parents/guardians who wish to enrol a child in St. Mary's Senior School fill out an application form for their child. The annual admission notice will notify parents/guardians of the timeframe for the completion and return of the form with all necessary documentation to the school office. Specific days are chosen when parents/guardians may collect, complete and/or return the enrolment form. This allows school staff, if necessary, to assist parents/guardians with the completion of

the form. Enrolment forms may be collected, completed and/or returned at any stage during the time period notified on the annual admission notice. At enrolment, parents/guardians will be asked to provide specific information regarding their child by filling out the application form. This includes:

- Pupil's name, age and address;
- Pupil's PPS number;
- Names and addresses of pupil's parents/guardians;
- Contact telephone numbers;
- Contact telephone numbers in case of emergency;
- Details of any medical conditions which the school should be aware of;
- Religion;
- Birth certificate;
- Previous schools attended, if any, and reasons for transfer, if applicable; and
- Any other relevant information (including any such further information as may be prescribed under the Education Welfare Act (2000) or Education for Persons with Special Educational Needs Act (2004);
- Permission to share information with Department of Education, School Completion, transferring schools (in line with GDPR) etc.

The completion of an application form, however, does not confer an automatic right to a place in the school. A response will be provided to parents/guardians, who wish to enrol their child/ren in St. Mary's Senior School, by the Board of Management within twenty-one days of application.

*\* See attached Enrolment Form.*

## **6. Admission of Students**

This school shall admit each student seeking admission except where -

- a) the school is oversubscribed (please see [section 6](#) below for further details)
- b) a parent/guardian of a student, when required by the Principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the school (Discipline for Learning) is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student
- c) The pupil is not aged 8 by September 1<sup>st</sup> of the academic year of admission.

St. Mary's SNS is a Roman Catholic school and may refuse to admit as a student a person who is not a Roman Catholic where it is proved that the refusal is essential to maintain the ethos of the school.

The special classes attached to St. Mary's SNS provide an education exclusively for students with a mild general learning disability (MGLD) and autism spectrum disorder (ASD) and the school may refuse admission to these classes, where the student concerned does not have the specified category of special educational needs provided for in this class.

## 7. Oversubscription

### General Admission:

In the event that the school is oversubscribed, the school will, when deciding on applications for admission, apply the following selection criteria in the order listed below to those applications that are received within the timeline for receipt of applications as set out in the school's annual admission notice:

### Enrolment Criteria:

- a) Children previously enrolled in St. Mary's JNS aged 8 on or before September 1st of the school year for which enrolment is sought
- b) Siblings (half, step or foster) of children attending and/or previously attending St. Mary's SNS **and** children aged 8 on or before September 1st of the school year for which enrolment is sought, who reside in the following estates within the combined parish of Rowlagh and Neilstown: *Rowlagh, St. Mark's, Liscarne, Wheatfield, Oatfield, Chaplain's Terrace and Weavers Court* as these estates fall within the designated catchment area for St. Mary's Senior School (proof of address may be required)
- c) Children of staff members of St. Mary's SNS aged 8 on or before September 1st of the school year for which enrolment is sought.
- d) Any other child outside the parish seeking to enrol, aged 8 on or before September 1st of the school year for which enrolment is sought.

### Admission to the Special Classes:

Section 5 details the specific enrolment requirements for our special classes. The maximum number of pupils is 11 for the special class for MGLD and 6 for the special class for ASD as prescribed by the DES.

In the event that either of our special classes is oversubscribed, the school will, when deciding on applications for admission, apply the following selection criteria in

the order listed below to those applications that are received within the timeline for receipt of applications as set out in the school's annual admission notice:

**Enrolment Criteria:**

- a) Pupils currently attending St. Mary's SNS
- b) Children previously enrolled in St. Mary's JNS aged 8 on or before September 1st of the school year for which enrolment is sought
- c) Siblings (half, step or foster) of children attending and/or previously attending St. Mary's SNS **and** children who reside in the following estates within the combined parish of Rowlagh and Neilstown: *Rowlagh, St. Mark's, Liscarne, Wheatfield, Oatfield, Chaplain's Terrace and Weavers Court* as these estates fall within the designated catchment area for St. Mary's Senior School (proof of address may be required)
- d) Parents/guardians or grandparents who have previously attended St. Mary's SNS (a maximum of 25% of places will be allocated)
- e) Children of staff members of St. Mary's SNS aged 8 on or before September 1st of the school year for which enrolment is sought.
- f) Any other child seeking to enrol, aged 8 on or before September 1st of the school year for which enrolment is sought.

**General and Special Class Admission:**

In the event that there are two or more students tied for a place or places in any of the selection criteria categories above (the number of applicants exceeds the number of remaining places), the following arrangements will apply:

If children are 'tied' after considering the above criteria, older children will have precedence. If two applicants have the same date of birth, then a lottery will apply with an independent party present.

**8. What will not be Considered or Taken into Account**

In accordance with section 62(7)(e) of the Education Act, the school will not consider or take into account any of the following in deciding on applications for admission or when placing a student on a waiting list for admission to the school:

- (a) a student's prior attendance at a pre-school or pre-school service, including naíonraí,
- (b) the payment of fees or contributions (howsoever described) to the school;
- (c) a student's academic ability, skills or aptitude;  
**(other than in relation to:**

- our special class for MGLD insofar as it is necessary in order to ascertain whether or not the student has the category of special educational needs concerned

- (d) the occupation, financial status, academic ability, skills or aptitude of a student's parents/guardians;
- (e) a requirement that a student, or his or her parents/guardians, attend an interview, open day or other meeting as a condition of admission;
- (f) a student's connection to the school by virtue of a member of his or her family attending or having previously attended the school;  
(other than as per enrolment criteria above, (1) siblings of a student attending or having attended the school and/or (2) parents/guardians or grandparents of a student having attended the school.

In relation to (2) parents/guardians and grandparents having attended, a school may only apply this criteria to a maximum of 25% of the available spaces as set out in the school's annual admission notice.

- (g) the date and time on which an application for admission was received by the school,

This is subject to the application being received at any time during the period specified for receiving applications set out in the annual admission notice of the school for the school year concerned.

This is also subject to the school making offers based on existing waiting lists (up until 31<sup>st</sup> January 2025 only).

## 9. Decisions on Applications

All decisions on applications for admission to St. Mary's SNS will be based on the following:

- Our school's admission policy
- The school's annual admission notice (where applicable)
- The information provided by the applicant in the school's official application form received during the period specified in our annual admission notice for receiving applications

(Please see [section 14](#) below in relation to applications received outside of the admissions period and [section 15](#) below in relation to applications for places in years other than the intake group.)

Selection criteria that are not included in our school admission policy will not be used to make a decision on an application for a place in our school.

## **10. Notifying Applicants of Decisions**

Applicants will be informed in writing as to the decision of the school, within the timeline outlined in the annual admissions notice.

If a student is not offered a place in our school, the reasons why they were not offered a place will be communicated in writing to the applicant, including, where applicable, details of the student's ranking against the selection criteria and details of the student's place on the waiting list for the school year concerned.

Applicants will be informed of the right to seek a review/right of appeal of the school's decision (see [section 18](#) below for further details).

## **11. Acceptance of an Offer of a Place by an Applicant**

In accepting an offer of admission from St. Mary's SNS, you must indicate—

(i) whether or not you have accepted an offer of admission for another school or schools. If you have accepted such an offer, you must also provide details of the offer or offers concerned and

(ii) whether or not you have applied for and awaiting confirmation of an offer of admission from another school or schools, and if so, you must provide details of the other school or schools concerned.

## **12. Circumstances in which Offers may not be made or may be Withdrawn**

An offer of admission may not be made or may be withdrawn by St. Mary's SNS where—

(i) it is established that information contained in the application is false or misleading.

(ii) an applicant fails to confirm acceptance of an offer of admission on or before the date set out in the annual admission notice of the school.

(iii) the parent of a student, when required by the principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student; or

(iv) an applicant has failed to comply with the requirements of 'acceptance of an offer' as set out in [section 10](#) above.

(v) the pupil is not aged 8 by September 1<sup>st</sup> of the year of enrolment.

### **13. Sharing of Data with Other Schools**

Applicants should be aware that section 66(6) of the Education (Admission to Schools) Act 2018 allows for the sharing of certain information between schools in order to facilitate the efficient admission of students.

Section 66(6) allows a school to provide a patron or another board of management with a list of the students in relation to whom—

- (i) an application for admission to the school has been received,
- (ii) an offer of admission to the school has been made, or
- (iii) an offer of admission to the school has been accepted.

The list may include any or all of the following:

- (i) the date on which an application for admission was received by the school;
- (ii) the date on which an offer of admission was made by the school;
- (iii) the date on which an offer of admission was accepted by an applicant;
- (iv) a student's personal details including his or her name, address, date of birth and personal public service number (within the meaning of section 262 of the Social Welfare Consolidation Act 2005).

### **14. Waiting List in the Event of Oversubscription**

In the event of there being more applications to the school year concerned than places available, a waiting list of students whose applications for admission to St. Mary's SNS were unsuccessful due to the school being oversubscribed will be compiled and will remain valid for the school year in which admission is being sought.

Placement on the waiting list of St. Mary's SNS is in the order of priority assigned to the students' applications after the school has applied the selection criteria in accordance with this admission policy.

Offers of any subsequent places that become available for and during the school year in relation to which admission is being sought will be made to those students on the waiting list, in accordance with the order of priority in relation to which the students have been placed on the list.

## 15. Late Applications

All applications for admission received after the closing date as outlined in the annual admission notice will be considered and decided upon in accordance with our school's admissions policy, the Education Admissions to School Act 2018 and any regulations made under that Act.

Late applicants will be notified of the decision in respect of their application no later than three weeks after the date on which the school received the application. Late applicants will be offered a place if there is place available. In the event that there is no place available, the name of the applicant will be added to the waiting list as set out in Section 13.

## 16. Procedures for Admission of Students to Other Years and During the School Year

The procedures of the school in relation to the admission of students who are not already admitted to the school to classes other than the school's intake group are as follows:

As a general principle and in so far as practicable having regard to the school's enrolment policy, children will be enrolled on application, provided that there is space available.

The Board will have regard for relevant Department of Education and Skills guidelines in relation to class size in disadvantaged schools and staffing provisions and/or any other relevant requirements concerning accommodation, including physical space and the health, safety and welfare of children and staff.

The procedures of the school in relation to the admission of students who are not already admitted to the school, after the commencement of the school year in which admission is sought, are as follows:

As a general principle and in so far as practicable having regard to the school's enrolment policy, pupils may transfer to the school at any time, provided that there is space available.

The Board will have regard for relevant Department of Education and Skills guidelines in relation to class size in disadvantaged schools and staffing provisions and/or any other relevant requirements concerning accommodation, including physical space and the health, safety and welfare of children and staff.

## 17. Declaration in Relation to the Non-Charging of Fees

The BOM of St. Mary's SNS or any persons acting on its behalf will not charge fees for or seek payment or contributions (howsoever described) as a condition of-

- (a) an application for admission of a student to the school, or
- (b) the admission or continued enrolment of a student in the school.

## 18. Arrangements regarding Students not Attending Religious Instruction

The following are the school's arrangements for students, where the parents/guardians of the student has requested that the student attend the school without attending religious instruction in the school. These arrangements will not result in a reduction in the school day of such students:

- a) A written request should be made to the Principal of the school.
- b) A meeting will then be arranged with the parent(s)/guardian(s) to discuss how the request may be accommodated by the school.

## 19. Reviews/Appeals

### **Review of decisions by the board of Management**

The parent of the student may request the board to review a decision to refuse admission. Such requests must be made in accordance with Section 29C of the Education Act 1998.

The timeline within which such a review must be requested and the other requirements applicable to such reviews are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

The board will conduct such reviews in accordance with the requirements of the procedures determined under Section 29B and with section 29C of the Education Act 1998.

**Note:** Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998.

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998.

### **Right of appeal**

Under Section 29 of the Education Act 1998, the parent of the student, may appeal a decision of this school to refuse admission.

An appeal may be made under Section 29 (1)(c)(i) of the Education Act 1998 where the refusal to admit was due to the school being oversubscribed.

An appeal may be made under Section 29 (1)(c)(ii) of the Education Act 1998 where the refusal to admit was due a reason other than the school being oversubscribed.

Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the board of management **prior to making an appeal** under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Appeals under Section 29 of the Education Act 1998 will be considered and determined by an independent appeals committee appointed by the Minister for Education and Skills.

The timeline within which such an appeal must be made and the other requirements applicable to such appeals are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

### **20. Success Criteria:**

The success of the admission policy of St. Mary's Senior National School will be judged by its ability to provide equality of access and participation to this school to the children of the combined parish of Rowlagh and Neilstown. The Principal, in consultation with the Board of Management, will monitor the numbers of pupils in individual classrooms on an ongoing basis and will have regard for the number of pupils, if any, on the admission waiting list. Application to the DES for extra accommodation will be made by the Board of Management, if and when deemed necessary.

### **21. Roles and Responsibilities:**

The overall responsibility for the implementation and management of the Enrolment Policy of St. Mary's Senior National School rests with the Principal and the Board of Management with the support of and in conjunction with the whole school community.

## **22. Ratification & Communication:**

The admission policy of St. Mary's SNS was approved and ratified at a Board of Management meeting in 2021 and further amendments made in February 2023 having been discussed with the staff and representatives of the whole school community. It is available in hardcopy format to any parents/guardians on request in the school office. It will also be available to parents/guardians and the school community through the school website.

## **23. Implementation Date & Timetable for Review:**

The admission policy of St. Mary's Senior National School applies from February 2023. It will be reviewed in September 2024.

Signed                     *Mr Colum Geraghty*                          Date: 01/09/2023  
*Chairperson on behalf of the Board of Management*

*This policy has been ratified and sanctioned by the Patron Archbishop of Dublin on the 9<sup>th</sup> of February 2023*