

## Polasaí Iontrála 2024/25 Gaelscoil an Chaisleáin

Cumann Rugbaí Bhaile an Chollaigh, Páirc Tanner, Cúl Rua, Bhaile an Chollaigh, Corcaigh P31 DA38

Uimhir Rolla :205001

**Pátrún na Scoile: An Foras Pátrúnachta**

### 1. Réamhrá / Introduction

Comhlíonann an Polasaí Iontrála seo ceanglais an Achta Oideachais 1998, an Achta Oideachais (Iontráil i Scoileanna) 2018 agus an Achta um Stádas Comhionann 2000. Agus an polasaí seo á dhréachtú, chuaigh bord bainistíochta na scoile i gcomhairle le foireann na scoile, le pátrún na scoile agus le tuismitheoirí leanaí atá ag freastal ar an scoil.

D'fhaomh an pátrún scoile an polasaí ar an [15ú Bealtaine 2020](#). Tá sé foilsithe ar shuíomh gréasáin na scoile agus cuirfear ar fáil i gcóip chrua é ar iarratas d'aon duine a iarrann é.

Tá na dátaí agus na hamlínte ábhartha do pholasaí iontrála [Ghaelscoil an Chaisleáin](#) leagtha amach san fhógra maidir le hiontráil bhliantúil na scoile a fhoilsítear go bliantúil ar shuíomh gréasáin na scoile seachtain amháin ar a laghad roimh thús an phróisis iontrála don scoilbhliain lena mbaineann.

Ní mór an polasaí seo a léamh i gcomhar leis an bhfógra maidir le hiontráil Bliantúil na scoile don scoilbhliain lena mbaineann.

Foilsítear an fhoirm iarratais i gcomhair iontrála ar shuíomh gréasáin na scoile agus cuirfear cóip chrua di ar fáil d'aon duine a iarrann sin.

*This Admission 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 of children attending the school.*

*The policy was approved by the school patron on 15<sup>th</sup> May 2020. It is published on the school's website and will be made available in hardcopy, on request, to any person who requests it.*

*The relevant dates and timelines for Gaelscoil an Chaisleáin 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.*

**Beidh tús áite ag an leagan Gaeilge den pholasaí seo i gcás neamhréitigh  
*In the event of an inconsistency the Irish version of this policy will have precedence.***

## 2. Spiorad Sainiúil agus Cuspóirí Ginearálta na Scoile / Characteristic Spirit and General Objectives of the School

Is **bunscoil** lán-Ghaeilge de chuid An Foras Pátrúnachta í **Gaelscoil an Chaisleáin**. Is scoil chomhoideachasúil í a bhí bunaithe i **Lúnasa 2017** agus tá éiteas **ilchreidmheach** aici. Is príomhchuspóir na scoile í an Ghaeilge a chothú. Cuirimid fáilte roimh páistí beag beann ar a gcúlra, creidimh nó riachtanais speisialta.

*Gaelscoil an Chaisleáin is an all Irish speaking, multi-denominational, co-educational primary school under the patronage of An Foras Patrúnachta, established in August 2017. We welcome all children regardless of cultural background, religion or special needs.*

### **Ráiteas Misin Ár Scoile / School Mission Statement**

Bunoidéachas lán-Ghaelach den chéad scoth a chur ar fáil do gach dalta chun forbairt iomlán an linbh a chur chun cinn agus le cur ar a c(h)umas bheith dhátheangach agus ardchaighdeán a bhaint amach i ngach achar den churaclam.

*To provide each pupil in our care with an excellent all-Irish primary education which promotes the holistic development of each child and enables him / her become bilingual and attain high achievement levels in all areas of the curriculum.*

An scoil a chothú mar phobal foghlama ina dtugtar aire do na páistí, dá dtuismitheoirí agus don bhfoireann i dtimpeallacht fháilteach, shona, shábháilte agus spreagúil.

*To nurture the school as a caring learning community for children, their parents and staff in a welcoming, happy, safe and stimulating environment.*

### **Éiteas / Sainmheon Ár Scoile / School Ethos**

Is Gaelscoil ilchreidmheach í Gaelscoil an Chaisleáin atá faoi phátrúnacht an Fhorais Phátrúnachta. Oibrímid chun timpeallacht dhearfach agus cultúr scoile páiste-lárnach a chothú chun na torthaí foghlama is fearr a bhaint amach d'ár ndaltaí. Fáiltimid roimh gach páiste clárú sa scoil beag beann ar an gcreideamh nó cultúr atá acu. Tá meas, comhionannas, éagsúlacht agus cur san áireamh mar chroí lár dár scoile. Múintear Oideachas Eiticiúil agus Oideachas Creidimh in ionad a bheith dírithe ar aon chreideamh amháin.

*Gaelscoil an Chaisleáin is a multi-denominational school under the patronage of An Foras Patrúnachta. We work to develop a positive school climate and child-focused culture to ensure the best possible learning outcomes for all our pupils. We welcome all children whatever their religious or cultural background. Respect, equality, diversity and inclusion are at the centre of our school. Ethical education and Religious Studies are taught in place of one set religion*

### **Spriocanna Ginearálta na Scoile**

Tá Polasaí Luath-thumoideachais lomlán á chur i bhfeidhm i nGaelscoil an Chaisleáin. Is é sin, ón gcéad lá sna Naíonáin Bheaga, labhraítear Gaeilge leis an bpáiste — Gaeilge amháin a labhraítear leis an bpáiste go dtí Rang na Naíonán Mór. Múintear an Béarla ar ardchaighdeán ón uair sin ar aghaidh.

*In our school, we implement a policy of total early immersion as recommended by our patron, An Foras Patrúnachta. This means that from the first day in Junior Infants, only*

*Irish is spoken to the children until Senior Infants. English is taught to a high standard from Senior Infants.*

Léirítear i dtaighde i dtíortha eile a bhaineann úsáid as luath-thumoideachas iomlán go láidiríonn an tús seo an dara teanga (Gaeilge sa chás seo) agus nach ndéanann sé dochar don chéad teanga (Béarla). Tá trí shnáithe sa Churaclam Béarla, labhairt, léitheoireacht agus scríbhneoireacht. Déantar an léitheoireacht agus an scríbhneoireacht trí mheán na Gaeilge sa scoil seo ar dtús agus léirítear ón taighde agus ón ár dtaithí féin go n-aistríonn na scileanna seo atá foghlamtha sa dara teanga, an Ghaeilge, go dtí an chéad teanga (Béarla) nuair a thosaítear ar í a fhoghlaim sna Naíonáin Mhóra.

*Research done in other countries that use the early total immersion method of teaching shows that this method gives the new second language (Irish in this case) a stronger start and it does not damage the development of the first language (English). There are three strands in the English Curriculum, Oral Language, Reading and Writing. The Reading and Writing is begun through Irish in this school and we see from the international research and our own experience that the skills learned in the second language (Irish) transfer across to the first language (English) when it is begun in Senior Infants.*

Má ghlacann tú le háit sa scoil seo, tuigtear do húdarás na scoile go nglacann tú leis an bpolasaí seo agus go dtacaíonn tú leis.  
*When you accept a place in this school, the school authority understand that you are supporting and accepting this policy.*

### 3. Ráiteas maidir le hIontráil / Admission Statement

Ní dhéanfaidh [Gaelscoil an Chaisleáin](#) idirdhealú maidir le dalta a ligean isteach i scoil ar bhonn aon cheann díobh seo a leanas:

- (a) inscne an dalta nó an iarratasóra i leith an dalta lena mbaineann,
- (b) stádas sibhialta an dalta nó an iarratasóra i leith an dalta lena mbaineann,
- (c) stádas teaghlaigh an dalta nó an iarratasóra i leith an dalta lena mbaineann,
- (d) gnéaschlaonadh an dalta nó an iarratasóra i leith an dalta lena mbaineann,
- (e) reiligiún an dalta nó an iarratasóra i leith an dalta lena mbaineann,
- (f) bunús mhíchumas an dalta nó an iarratasóra i leith an dalta lena mbaineann,
- (g) cine an dalta nó an iarratasóra i leith an dalta lena mbaineann,
- (h) dalta nó iarratasóir ó phobal an lucht siúil i leith an dalta lena mbaineann, nó
- (i) riachtanais speisialta oideachais a bheith ag an dalta nó ag an iarratasóir i leith an dalta lena mbaineann.

De réir Alt 61 (3) den Acht Oideachas 1998, forléireofar 'foras stádais shibhialta', 'foras míchumais', 'leithcheal', 'foras stádas teaghlaigh', 'foras inscne', 'foras cine', 'foras reiligiúin', 'foras gnéaschlaonta' agus 'foras pobail Taistil' de réir alt 3 den Acht um Stádas Comhionann 2000.

*Gaelscoil an Chaisleáin 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.*



#### **4. Na catagóirí de Riachtanais Speisialta Oideachais a ndéantar freastal orthu sa scoil/sa rang speisialta / Categories of Special Education Needs catered for in the School**

Maidir le Riachtanais Speisialta Oideachais:

- Ní Scoil Speisialta í Gaelscoil an Chaisleáin  
*Gaelscoil an Chaisleáin is not a Special School*
- Ní Scoil Phríomhshrutha í Gaelscoil an Chaisleáin a bhfuil aonad speisialta ceangailte léi.  
*Gaelscoil an Chaisleáin is not a mainstream school with a special class attached.*

#### **5. Daltaí a Ligean Isteach / Admission of Students**

Ligfidh an scoil seo isteach gach dalta atá ag lorg iontrála ach amháin sna cásanna a leanas –

- a) i gcás ina bhfuil ró-éileamh ar an scoil (féach alt 6 thíos le haghaidh tuilleadh sonraí)
- b) i gcás go dteipeann ar thuismitheoir dalta, nuair a éilíonn an príomhoide é de réir alt 23(4) den Acht Oideachais (Leas) 2000, a dhearbhu i scríbhinn go bhfuil cód

iompair na scoile inghlactha dó nó di agus go ndéanfaidh sé nó sí gach iarracht réasúnach lena chinntiú go gcomhlíonfaidh an dalta an cód sin

*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 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*



## 6. Ró-éileamh / Oversubscription

### Riachtanas Iontrála

Ní mór do pháistí a bheith ceithre bliana d'aois roimh **1 Meán Fómhair** sa bhliain a thosódh an páiste ar scoil. Cuirfidh aon iarratas do pháiste a bheidh breithlá 4 bliana d'aois acu idir an **1 Aibreán** agus an chéad lá scoile ar an bpríomhliosta feithimh i gcás ró-éilimh & d'fhéadfaí áit a thairiscint dá mbeadh áit scoile ar fáil tar éis do na critéir a bheith curtha i bhfeidhm.

### Admission Requirement:

*A child must have their 4th birthday before **1<sup>st</sup> September** of the year they intend to start school. Any application for a child who will reach their 4th birthday between **1st April** and the first day of the school year will be placed on the main waiting list in the event of over-demand & may be offered a place if a school place becomes available after criteria have been applied.*

Sa chás go bhfuil ró-éileamh ar an scoil, déanfaidh an scoil na critéir roghnaithe a leanas a chur i bhfeidhm **san ord ina bhfuil siad thíos** maidir leis na hiarratais a fhaightear laistigh den amlíne chun iarratais a fháil mar atá leagtha amach i bhfógra iontrála na scoile agus na hiarratais ar chead isteach á gcinneadh aici/

*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:*

1. Deartháireacha, deirfiúracha, leath-shiblí, páistí altramaigh nó uchtaithe le daltaí reatha na scoile.
2. Páistí gur deimhin leis an scoil gur ghnóthaigh an dalta leibhéal líofachta sa Ghaeilge agus gur dhócha go rachadh an líofacht sin ar gcúl mura ligfí isteach i scoil lán-Ghaeilge é/i.\*
3. Páistí a bhfuil deartháir, deirfiúr, leath-shiblín, siblín altramaigh nó uchtaithe acu a d'fhreastail ar an scoil cheana féin.
4. De réir aoise; an páiste is sine ar dtús.

\*Beidh an dualgas iomlán ar thuismitheoirí/chaomhnóirí fianaise leordhóthanach a chur ar fáil chun leibhéal líofachta sa Ghaeilge a léiriú don bhord. Féach eolas breise sa cháipéis ábhartha atá ar fáil ón scoil.

1. *Brothers, sisters, half-siblings, foster children or adopted children of current pupils.*
2. *Children who have attained a determined level of fluency in Irish which would be likely to decline if he / she is not admitted to an all-Irish school. \**
3. *Children who have a brother, sister, half sibling, foster or adopted sibling who have previously attended the school.*
4. *According to age; the oldest child first.*

**\* The onus will be on parents / guardians to provide sufficient evidence to demonstrate to the board the required level of fluency in Irish. See further information in the relevant document available from the school.**

Sa chás go bhfuil beirt daltaí nó níos mó ar chomhchéim le haghaidh áite nó áiteanna in aon cheann de na catagóirí critéir roghnúcháin thuas (agus líon na n-iarratasóirí níos mó ná líon na n-áiteanna atá fágtha), beidh feidhm ag na socrúithe seo a leanas / *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:*

Tá sé de cheart ag Bord na scoile uaslíon na ndaltaí in aon rang ar leith a leagadh síos. Is é an uaslíon daltaí a cheadófar sna Naíonáin Shóisearacha ná \_\_\_\_\_.  
*The Board of Management has the right to determine the maximum number of children to be enrolled in Junior Infants. The maximum number of pupils that will be allowed to enrol is \_\_\_\_\_.*

Má tá beirt daltaí nó níos mó ceangailte faoi chritéar 1/2/3, socrófar tús áite de réir an chéad chritéar eile ar an liosta. Má tá critéar 4 i gceist, cuirfear san áireamh an t-am ar rugadh an leanbh atá ar fáil ar an deimhniú breithe.

*If there are two or more pupils tied for places under criteria 1/2/3, priority of admission will be according to the next applicable criterion on the list. If criterion 4 is in question, the time of birth of the child outlined on the birth certificate will be taken into account in allocating the place.*

## **7. An méid nach mbreithneofar ná nach gcuirfear san áireamh / What will not be considered or taken into account**

De réir alt 62(7)(e) den Acht Oideachais 1998, ní dhéanfaidh an scoil aon cheann díobh seo a leanas a bhreithniú ná a chur san áireamh agus iarratais ar chead isteach á gcinneadh nó nuair a bhíonn dalta á c(h)ur ar liosta feithimh le haghaidh iontrála sa scoil.  
*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) freastal roimh ré ag dalta ar réamhscoil nó ar sheirbhís réamhscoile, lena n-áirítear naíonraí / *a student's prior attendance at a pre-school or pre-school service, including naíonraí,*
- (b) íocaíocht táillí nó ranníocaíochtaí (cibé slí a dtuairiscítear é) leis an scoil / *the payment of fees or contributions (howsoever described) to the school.*
- (c) cumas, scileanna nó inniúlacht acadúil an dalta, seachas i ndáil le:  
ligean isteach i scoil lán-Ghaeilge, de réir fhorálacha alt 62(9) den Acht / *a student's academic ability, skills or aptitude except in the case of admission to an all-Irish speaking school in accordance with conditions of article 62(9) of the Act*
- (d) gairm, stádas airgeadais, cumas acadúil, scileanna nó inniúlacht tuismitheoirí dalta / *the occupation, financial status, academic ability, skills or aptitude of a pupil's parent.*
- (e) ceanglas go bhfreastalóidh dalta, nó a t(h)uismitheoirí ar agallamh, lá oscailte nó cruinniú eile mar choinníoll iontrála / *a requirement that a pupil, or his / her parents attend an interview, open day, or other meeting as a condition of assessment*
- (f) an dáta agus an t-am ar ghlac an scoil le hiarratas iontrála / *the date and time on which an application for admission was received by the school.*

(Tá sé seo faoi réir an iarratais a bheith faighte ag am ar bith le linn na tréimhse a shonraítear chun iarratais a fháil- mar atá leagtha amach i bhfógra iontrála bliantúil na scoile don scoilbhliain lena mbaineann. Tá sé seo faoi réir freisin ag tairiscintí a bheith tugtha ag an scoil go foirmiúil i scríbhinn cheana féin, bunaithe ar liostaí feithimh reatha (suas go dtí an 31ú Eanáir 2025 amháin). / *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).*

## 8. Cinntí ar iarratais / Decisions on Applications

Béidh na cinntí go léir maidir le hiarratais ar iontráil chuig Gaelscoil an Chaisleáin bunaithe ar na nithe a leanas:

- Polasaí iontrála na scoile
- Fógra iontrála bliantúil na scoile (nuair is cuí);
- An fhaisnéis a chuir an t-iarratasóir ar fáil i bhfoirm iarratais oifigiúil na scoile a fuarthas le linn na tréimhse atá sonraithe inár bhfógra iontrála bliantúil chun iarratais a fháil;

(Féach alt 14 thíos maidir le hiarratais a fuarthas lasmuigh den tréimhse iontrála agus alt 15 thíos maidir le hiarratais ar áiteanna i mblíanta seachas an grúpa ligthe isteach.)

Ní úsáidfear critéir roghnúcháin nach n-áirítear inár bpolasaí iontrála scoile chun cinneadh a dhéanamh maidir le hiarratas ar áit inár scoil.



*All decisions on applications for admission to Gaelscoil an Chaisleáin 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.*

## **9. Cinntí a chur in iúl d'iarratasóirí / Notifying Applicants of Decisions**

Cuirfear iarratasóirí ar an eolas i scríbhinn maidir le cinneadh na scoile, laistigh den amlíne atá leagtha amach san fhógra bliantúil iontrála.

Mura dtairgtear áit do dhaltá inár scoil, cuirfear na cúiseanna nár tairgeadh áit dó nó di ar fáil i scríbhinn don iarratasóir, lena n-áirítear, nuair is infheidhme, sonraí maidir le rangú an dalta i gcoinne na gcritéar roghnúcháin agus na sonraí faoi áit an dalta ar an liosta feithimh don scoilbhliain lena mbaineann.

Cuirfear iarratasóirí ar an eolas faoin gceart chun athbhreithniú/ceart achomhairc a lorg maidir le cinneadh na scoile (féach alt 18 thíos le haghaidh tuilleadh sonraí).

*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).*

## **10. Glacadh le tairiscint áite ag iarratasóir / Acceptance of an Offer of a Place by an Applicant**

Agus tairiscint iontrála á glacadh agat ó [Ghaelscoil an Chaisleáin](#), ní mór duit an méid seo a leanas a léiriú:

(i) cé acu an bhfuil nó nach bhfuil glactha agat le tairiscint iontrála ar scoil nó ar scoileanna eile. Má ghlac tú le tairiscint den sórt sin, ní mór duit sonraí na tairisceana nó na dtairiscintí lena mbaineann a chur ar fáil freisin.

(ii) cé acu an bhfuil iarratas déanta agat ar thairiscint iontrála ó scoil nó ó scoileanna eile nó cé acu an bhfuil tú ag feitheamh lena dheimhniú, agus má tá, ní mór duit sonraí na scoile nó na scoileanna eile lena mbaineann a sholáthar.



*In accepting an offer of admission from Gaelscoil an Chaisleáin, 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 are 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.*

## **11. Cúinsí nach féidir tairiscintí a dhéanamh ina leith nó a tharraingt siar / Circumstances in which offers may not be made or may be withdrawn**

Ní féidir le Gaelscoil an Chaisleáin tairiscint iontrála a dhéanamh ná a tharraingt siar ach sna cásanna a leanas —

- (i) déantar amach go bhfuil an fhaisnéis atá san iarratas bréagach nó míthreorach.
- (ii) teipeann ar iarratasóir glacadh le tairiscint iontrála ar nó roimh an dáta atá leagtha amach i bhfógra iontrála bliantúil na scoile.
- (iii) má theipeann ar thuismitheoir dalta, nuair a éilíonn an príomhoide é de réir alt 23(4) den Acht Oideachais (Leas) 2000, a dhearbhu i scríbhinn go bhfuil cód iompair na scoile inghlactha dó nó di agus go ndéanfaidh sé nó sí gach iarracht réasúnach lena chinntiú go gcomhlíonfaidh an dalta an cód sin; nó
- (iv) teipeann ar iarratasóir riachtanais a chomhlíonadh chun 'glacadh le tairiscint' mar atá leagtha amach in alt 10 thuas.

*An offer of admission may not be made or may be withdrawn by Gaelscoil an Chaisleáin 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.*

## **12. Sonraí a roinnt le scoileanna eile / Sharing of Data with Other School**

Ba chóir d'iarratasóirí a bheith feasach go gceadaítear le hAlt 66(6) den Acht Oideachas (Iontráil Scoileanna), 2018 comhroinnt sonraí idir scoileanna d'fhonn iontráil éifeachtach daltaí a éascú.

*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.*

**Tá ceadaithe de réir Alt 66 (6) do scoil liosta de na daltaí a sholáthar do phátrún nó do bhord bainistíochta eile / A school, under Article 66 (6), may provide a patron or another Board of Management with a list of the pupils in relation to whom -**

(i) go bhfuarthas iarratas ar ligean isteach sa scoil / *an application for admission to the school has been received*

(ii) go ndearnadh tairiscint ar áit sa scoil, nó / *an offer of admission to the school has been made*

(iii) gur glacadh le tairiscint ar áit scoile / *an offer of admission to the school has been accepted.*

**Féadfaidh aon cheann nó gach ceann díobh seo a leanas a bheith ar an liosta / The list may include any or all of the following:**

(i) an dáta a fuair an scoil iarratas ar áit scoile / *the date on which an application for admission was received by the school*

(ii) an dáta a rinne an scoil tairiscint ar áit scoile / *the date on which an offer of admission was made by the school*

(iii) an dáta ar ghlac iarratasóir le tairiscint ar áit scoile / *the date on which an offer of admission was accepted by an applicant*

(iv) sonraí pearsanta dalta(i) lena n-áirítear ainm, seoladh, dáta breithe agus uimhir seirbhíse poiblí pearsanta (de réir bhrí alt 262 den Acht Comhdhlúthaithe Leasa Shóisialaigh 2005) / *a pupil's personal details including his / her name, address, date of birth and personal public service number (within the meaning of Section 262 of the Social Welfare Consolidation Act 2005)*

### **13. Liosta feithimh i gcás ró-éilimh / Waiting List in the event of Over-subscription**

I gcás go mbeidh níos mó iarratas ar an scoilbhliain lena mbaineann ná na háiteanna atá ar fáil, tiomsófar liosta feithimh de dhaltaí nár éirigh lena n-iarratas ar iontráil chuig [Gaelscoil an Chaisleáin](#) mar gheall ar ró-éileamh ar an scoil agus beidh siad bailí don scoilbhliain ina bhfuil cead isteach á lorg.

*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 Gaelscoil an Chaisleáin 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.*

Tá socrúchán ar liosta feithimh [Ghaelscoil an Chaisleáin](#) san ord tosaíochta a shanntar d'iarratais na ndaltaí tar éis don scoil na critéir roghnúcháin a chur i bhfeidhm de réir an pholasáí iontrála seo.

*Placement on the waiting list of Gaelscoil an Chaisleáin 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.*

Déanfar tairiscintí maidir le haon áiteanna ina dhiaidh sin a bheidh ar fáil don scoilbhliain agus lena linn a bhfuil cead isteach á lorg ina leith maidir leis na daltaí sin ar an liosta feithimh, de réir an oird tosaíochta ar cuireadh na daltaí ar an liosta.

*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.*

Déanfar an liosta forlíontach feithimh a chruthú má fhaightear iarratais tar éis an dáta deiridh a leagtar amach san Fhógra Iontrála Bliantúil. Cuirfear na hiarratais in ord de réir na gcritéar roghnúcháin sa pholasaí iontrála seo. Beidh an príomh liosta feithimh glanta sula ndéanfar áiteanna a thairiscint d'iarrthóirí ar an liosta forlíontach seo.

*A supplementary waiting list will be created if applications are received after the date outlined in the Annual School Admissions Notice. The applications will be compiled in accordance with the selection criteria of this Admissions Policy. The first waiting list will be cleared before places will be offered to applicants on the supplementary waiting list.*

#### **14. Iarratais Dhéanacha / Late Applications**

Déanfar áit a thairiscint má tá áit ar fáil sa scoil.

*A place will be offered if there is a place available in the school.*

Má tá ró-éileamh ar áiteanna sa scoil tar éis an bpríomhphróisis iontrála, líonfar aon áit scoile a thagann chun cinn ina dhiaidh sin ón liosta feithimh a chruthaítear as an bpróiseas sin.

*In the event of there being an over-subscription for places available in the school after the admissions process, any school place that arises after that will be filled from the waiting list created as a result of that process.*

Má fhaightear iarratais tar éis an dáta deiridh mar atá leagtha amach san Fhógra Iontrála Bliantúil déanfar liosta forlíontach feithimh a chruthú. Beidh an príomhliosta feithimh glanta sula ndéanfar áiteanna a thairiscint d'iarrthóirí ar an liosta forlíontach seo. Nuair a thagann spás chun cinn sa scoil, déanfar na hiarratais ar an liosta forlíontach feithimh a mheas de réir na gcritéar roghnúcháin sa pholasaí iontrála seo ar an lá a thagann an áit scoile sin chun cinn de réir an Achta um Iontrálacha Scoile 2018 agus de réir aon rialacháin a rinneadh faoin Acht sin.

*In the event of applications for admission being received after the closing date outlined in the Annual School Admission Notice, a supplementary waiting list will be created. The main waiting list will be cleared before places will be offered to applicants on the supplementary waiting list. When a place become available in the school, the applications on the supplementary waiting list will be considered according to the selection criteria of the school's admissions policy on the day the school place becomes available and also in accordance with the Education Admissions to School Act 2018/ any regulations made under that Act.*

#### **15. Nósanna imeachta maidir le daltaí a ligean isteach i mblianta eile agus le linn na scoilbhliana *Procedures of the school in relation to the admission of pupils to classes other than the school's intake group at the commencement of the school year and during the school year***

Seo a leanas nósanna imeachta na scoile maidir le daltaí a ligean isteach nach bhfuil glactha isteach sa scoil cheana féin chuig ranganna nó blianta seachas grúpa iontrála na scoile **ag tús na scoilbhliana**:

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

Is gá do thuismitheoirí/caomhnóirí ar mian leo iarratas a dhéanamh ar áit in aon rang seachas Naíonáin Shóisearacha litir iarratais chuige sin a scríobh chuig Cathaoirleach an Bhoird. Is é an Bord Bainistíochta a dhéanfaidh an cinneadh faoi pháistí a ghlacadh in aon rang eile agus is faoin mBord amháin atá an cinneadh seo.

*Parents / Guardians who wish to make an application for a place in any class apart from Junior Infants, must write a letter of application to the Chairperson of the Board of Management. It is the Board of Management who will make the decision about the acceptance of a child in any other class and the Board's decision is final in this respect.*

### **Naíonáin Shinsireacha/Rang 1 Senior Infants/First Class**

Tabharfar áit má tá áit ar fáil sna ranganna seo a leanas: Naíonáin Shinsearacha agus Rang 1. Sa chás go sáraíonn líon na n-iarratas líon na n-áiteanna atá ar fáil sa rang ábhartha, cuirfidh an scoil na critéir roghnúcháin atá leagtha amach i Roinn 6 den bheartas seo i bhfeidhm ar na hiarratais sin. Sa chás nach bhfuil aon áit ar fáil, cuirfear ainm an pháiste ar an liosta feithimh de réir Alt 13 den bheartas seo.

*A place will be allocated if there is a place available in the following classes: Senior Infants and First Class. In the case where the number of applications exceeds the amount of places available in the relevant class, the school will apply the selection criteria outlined in Section 6 of this policy. In the case of no place being available, the child's name will be placed on a waiting list in accordance with Section 13 of this policy document.*

### **Rang 2 go Rang 6**

Tabharfar áit do pháistí i Rang 2 – Rang 6 má tá spás sa rang **agus** má chinneann an Príomhoide/Bord Bainistíochta go bhfuil cumas Gaeilge an pháiste ar leibhéal a ligfeadh don pháiste feidhmiú agus foghlaim sa rang agus nach mbeadh ar dhaltaí eile iompú ar an mBéarla chun cumarsáid a dhéanamh. **Beidh ar an tuismitheoir/caomhnóir fianaise den chaighdeán seo a chur ar fáil.** Is ag an mBord Bainistíochta a bheidh an cinneadh deiridh sna cásanna seo.

*A place will be allocated to children in Second Class – Sixth Class if there is space available in the class and if it is determined by the Principal / Board of Management that the child's ability in Irish is of a level /standard to enable the child to function and learn in the class and that other children would not have to revert to English to communicate. The Parent / Guardian will be required to provide evidence of this level/ standard. The Board of Management's decision is final in such cases.*

Is iad seo a leanas nósanna imeachta na scoile maidir le daltaí a ligean isteach nach bhfuil glactha isteach sa scoil cheana féin, **le linn na scoilbhliana** ina lorgaítear an cead isteach :

*The procedures of the school in relation to the admission of students who are not already admitted to the school, **during the school year**, are as follows:*

Is gá do thuismitheoirí/caomhnóirí ar mian leo iarratas a dhéanamh ar áit in aon rang seachas Naíonáin Shóisearacha litir iarratais chuige sin a scríobh chuig Cathaoirleach an Bhoird. Is é an Bord Bainistíochta a dhéanfaidh an cinneadh faoi pháistí a ghlacadh in aon rang eile agus is faoin mBord amháin atá an cinneadh seo.

*Parents / Guardians who wish to make an application for a place in any class apart from Junior Infants, must write a letter of application to the Chairperson of the Board of Management. It is the Board of Management who will make the decision about the acceptance of a child in any other class and the Board's decision is final in this respect.*

### **Naíonáin Shinsireacha/Rang 1      Senior Infants/First Class**

Tabharfar áit má tá áit ar fáil sna ranganna seo a leanas: Naíonáin Shinsearacha agus Rang 1. Sa chás go sáraíonn líon na n-iarratas líon na n-áiteanna atá ar fáil sa rang ábhartha, cuirfidh an scoil na critéir roghnúcháin atá leagtha amach i Roinn 6 den bheartas seo i bhfeidhm ar na hiarratais sin. Sa chás nach bhfuil aon áit ar fáil, cuirfear ainm an pháiste ar an liosta feithimh de réir Alt 13 den bheartas seo.

*A place will be allocated if there is a place available in the following classes: Senior Infants and First Class. In the case where the number of application exceeds the amount of places available in the relevant class, the school will apply the selection criteria outlined in Section 6 of this policy. In the case of no place being available, the child's name will be placed on a waiting list in accordance with Section 13 of this policy document.*

### **Rang 2 go Rang 6**

Tabhfar áit do pháistí i Rang 1 – Rang 6 má tá spás sa rang **agus** má chinneann an Príomhoide/Bord Bainistíochta go bhfuil cumas Gaeilge an pháiste ar leibhéal a ligfeadh don pháiste feidhmiú agus foghlaim sa rang agus nach mbeadh ar dhaltai eile iompú ar an mBéarla chun cumarsáid a dhéanamh. **Beidh ar an tuismitheoir/caomhnóir fianaise den chaighdeán seo a chur ar fáil.** Is ag an mBord Bainistíochta a bheidh an cinneadh deiridh sna cásanna seo.

*A place will be allocated to children in Second Class – Sixth Class if there is space available in the class and if it is determined by the Principal / Board of Management that the child's ability in Irish is of a level /standard to enable the child to function and learn in the class and that other children would not have to revert to English to communicate. The Parent / Guardian will be required to provide evidence of this level/ standard. The Board of Management's decision is final in such cases.*

## **16. Dearbhú maidir le gan táillí a ghearradh / Declaration in relation to the non-charging of fees**

Ní ghearrfaidh bord [Ghaelscoil an Chaisleáin](#) ná aon duine a ghníomhaíonn thar a cheann táillí ar íocaíocht nó ní lorgeoidh sé nó sí íocaíocht ná ranníocaíocht (cibé slí a dtuairiscítear) mar choinníoll de -

- (a) iarratas ar dhaltai a ligean isteach sa scoil, nó
- (b) iontráil nó clárú leanúnach dalta sa scoil.

*The board of Gaelscoil an Chaisleáin 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.*

## **17. An ceart chun athbreithnithe/achomhairc /Right to Reviews / Appeals**

### **Athbreithniú ar chinntí an Bhord Bainistíochta**

Féadfaidh tuismitheoir mac léinn, nó i gcás mac léinn a bhfuil 18 mbliana d'aois slánaithe aige/aici féadfaidh sé/sí a iarraidh ar an mbord athbreithniú a dhéanamh ar an gcinneadh áit sa scoil a dhiúltú. Ní mór iarratais den gcineál sin a dhéanamh de réir Alt 29C den Acht Oideachais 1998.

Tá an t-amlíne ina gcaithfear athbreithniú den gcineál sin a iarraidh agus na ceanglais eile a bhaineann maidir le hathbreithnithe den gcineál sin leagtha amach sna nósanna imeachta arna gcinneadh ag an Aire faoi alt 29B den Acht Oideachais 1998 atá foilsithe ar shuíomh gréasáin na Roinne Oideachais agus Scileanna.

Déanfaidh an Bord athbreithnithe den gcineál sin de réir na nósanna imeachta a rialaítear faoi Alt 29B i gcomhair le Alt 29C den Acht Oideachais 1998.

**Tabhair faoi deara:** Sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar ró-éileamh ar áiteanna sa scoil, ní mór don iarratasóir iarraidh ar an mbord bainistíochta **athbreithniú ar an gcinneadh** sin a dhéanamh roimh achomharc a dhéanamh faoi alt 29 den Acht Oideachais 1998.

Sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar chúis seachas ró-éileamh ar áiteanna sa scoil, féadfaidh an t-iarratasóir iarraidh ar an mbord bainistíochta **athbreithniú ar an gcinneadh** sin a dhéanamh roimh achomharc a dhéanamh faoi alt 29 den Acht Oideachais 1998.

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

*The parent of the student, or in the case of a student who has reached the age of 18 years, 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*

### **Ceart achomhairc / Right of Appeal**

Faoi Alt 29 den Acht Oideachais 1998, féadfaidh tuismitheoir mac léinn, nó i gcás mac léinn a bhfuil 18 mbliana d'aois slánaithe aige/aici, féadfaidh sé/sí achomharc a dhéanamh ar chinneadh na scoile seo áit sa scoil a dhiúltú.

Is féidir achomharc a dhéanamh faoi Alt 29 (1)(c)(i) den Acht Oideachais 1998 sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar ró-éileamh ar áiteanna sa scoil.

Is féidir achomharc a dhéanamh faoi Alt 29 (1)(c)(ii) den Acht Oideachais 1998 sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar chúis seachas ró-éileamh ar áiteanna sa scoil.

Sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar ró-éileamh ar áiteanna sa scoil, **ní mór** don iarratasóir iarraidh ar an mbord bainistíochta **athbhreithniú ar an gcinneadh** sin a dhéanamh **roimh achomharc a dhéanamh** faoi alt 29 den Acht Oideachais 1998. (féach Athbhreithniú ar chinntí an Bhord Bainistíochta)

Sa chás gur diúltaíodh áit d'iarratasóir mar gheall ar chás seachas ró-éileamh ar áiteanna sa scoil, féadfaidh an t-iarratasóir iarraidh ar an mbord bainistíochta **athbhreithniú ar an gcinneadh** sin a dhéanamh roimh achomharc a dhéanamh faoi alt 29 den Acht Oideachais 1998. (féach Athbhreithniú ar chinntí an Bhord Bainistíochta)

Déanfar achomhairc faoi Alt 29 den Acht Oideachais 1998 a mheas agus a chinneadh ag coiste neamhspleách achomhairc arna cheapadh ag an Aire Oideachais agus Scileanna.

Tá an t-amlíne ina gcaithfear achomharc den chineál sin a iarraidh agus na ceanglais eile a bhaineann maidir le hachomhairc den chineál sin leagtha amach sna nósanna imeachta arna gcinneadh ag an Aire faoi alt 29B den Acht Oideachais 1998 atá foilsithe ar shuíomh gréasáin na Roinne Oideachais agus Scileanna.

*Under Section 29 of the Education Act 1998, the parent of the student, or in the case of a student who has reached the age of 18 years, 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.*



Daingníodh an polasaí seo ag cruinniú an Bhord Bhainistíochta ar 15/05/2020.

*This policy was approved by the Board of Management on 15/05/2020.*

Síniú Chathaoirleach an Bhord Bhainistíochta

A handwritten signature in black ink, appearing to read 'Máireallí Donnabháin', written in a cursive style.

*Signature, Chairperson, Board of Management*