SCHOOL ADMISSION POLICY

SCOIL AONGHUSA

DIOCESE OF CASHEL & EMLY

NAME OF SCHOOL: SCOIL AONGHUSA

ADDRESS: CAHIR ROAD CASHEL CO.TIPPERARY

ROLL NUMBER: 19615S

PATRON: ARCHBISHOP OF CASHEL & EMLY

1. INTRODUCTION

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 11th December 2025. 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 Scoil Aonghusa's 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.

2. CHARACTERISTIC SPIRIT AND GENERAL OBJECTIVES OF THE SCHOOL

Scoil Aonghusa is a Catholic co-educational special school with a Catholic ethos.
The Archbishop of Cashel & Emly is the Patron of this school.

'Catholic schools are communities which are open, welcoming and inclusive. Therefore, Catholic schools may include children who adhere to other religions or other stances for living. While mindful of their duty to educate in the distinctive beliefs, values, and practices of the Catholic community, teachers will bear witness to an attitude of respect for and appreciation of all'.

'The Catholic Preschool & Primary Religious Education Curriculum p15'

Scoil Aonghusa is a Catholic co-educational special school with a Catholic ethos under the patronage of the Archbishop of Cashel and Emly.

Catholic ethos, in the context of a Catholic Special School, means the ethos and characteristic spirit of the Roman Catholic Church, which means promoting:

(a) The full and harmonious development of the person of the pupil, a living relationship with God and with other people; and

(b) Including the intellectual, physical, cultural, moral, and spiritual aspects; 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 pupils in the Catholic faith;

and in which the school provides religious education 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 Section 15(2)(b) of the Education Act 1998, the Board of Management of Scoil Aonghusa 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.

- *The chief concern of Scoil Aonghusa is the child.*
- *In Scoil Aonghusa we are committed to developing each child's full potential in a caring, stimulating, positive and supportive environment. This means taking into account his/her physical, emotional, social, intellectual, moral, and spiritual well-being.*
- *The school will support the child to access an appropriate broad and balanced curriculum*
- *The school will take into account the individual difference of each child as well as his/her particular environment.*
- *The school will foster and nurture the child's sense of belonging to family, church school and the wider community.*
- *The school will endeavour to prepare the pupil for as independent and capable an adult as the potential allows.*
- *Scoil Aonghusa encourages the involvement of parents through home/school contacts and invites everyone to participate and to contribute. All children are welcome to enrol regardless of race, religion, gender, family status, disability, or cultural difference.*
- *Catholic Ethos' in the context of a Catholic primary school means the ethos and characteristic spirit of the Roman Catholic Church.*

3. Admission Statement

Scoil Aonghusa 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.

Scoil Aonghusa 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.

Scoil Aonghusa 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.

Scoil Aonghusa is a school whose objective is to provide education in an environment which promotes certain religious values, and it does not discriminate where it refuses to admit as a student a person who is not Roman Catholic, where such refusal is proven to be essential to maintaining the ethos of the school.

Scoil Aonghusa is a school which, with the approval of the Minister for Education, provides an education exclusively for students with a category or categories of special educational needs specified by the Minister and does not discriminate in relation to the admission of a student who does not have the category of needs specified.

4. Categories of Special Educational Needs Catered for in Scoil Aonghusa

Scoil Aonghusa with the approval of the Minister for Education, provides an education exclusively for students with;

- Moderate General Learning Disability.
- Severe to Profound GLD.
- Autism Spectrum Disorder within the IQ range that the school caters for.

5. Admission of Students

Scoil Aonghusa 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

c) Scoil Aonghusa is a Roman Catholic school and may refuse to admit a student, a person who is not of Catholic faith, where it is proven that the refusal is essential to maintain the ethos of the school.

d) Scoil Aonghusa provides an education mainly for students with Moderate General Learning Disability, Severe to Profound GLD and/or Autistic Spectrum Disorder and may refuse admission to a student where the student does not have the specified category of special educational needs provided for by this school.

Pupils are eligible for enrolment in Scoil Aonghusa when the following is provided in support of an application

Professional report(s) Outlining

- Diagnosis of Special Educational needs (Moderate General Learning Disability/ Severe to Profound GLD/ Autism Spectrum Disorder within the IQ range that the school caters for.

- **AND**
  - A demonstration of the understanding of complexity of the child's overall level of need/s evidenced in professional reports

AND

- Given the severity or complexity of the child's support needs, a clear professional recommendation as to what educational placement type would be most appropriate to best meet the child's needs, along with the rationale for same.

AND

- A letter from the NCSE confirming the child is known to them and that the child has the required diagnosis and recommendation for a special school that caters for the following general learning difficulties;

- Moderate General Learning Disability.
- Severe to Profound GLD.
- Autism Spectrum Disorder within the IQ range that the school caters for.

6. OVERSUBSCRIPTION

In the event that the school is oversubscribed, the school will, when deciding on applications for admission, apply the following selection criteria in 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:

Priority criteria:

- Children who have siblings or step-siblings already enrolled in the school.
- Children who reside within our catchment area and live nearest to the school geographically.
- Children who are the oldest in age (i.e., first-born).

If 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:

Applications that have the same entitlements, the Board of Management will review each application. The Board shall then arrange for the child's name to be picked at random by an independent person (who is not on the Board or connected with any person applying for a place in the school). The first name picked will be offered the place.

7. 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, other than in relation to a student's prior attendance at

I. a specialised early intervention class, or
II. an early start pre-school, specified in a list published by the Minister from time to time

(b) the payment of fees or contributions (howsoever described) to the school

(c) An applicant's academic ability, skills, or aptitude other than meeting the criteria of intellectual functioning as previously set out and is appropriate to the school's designation by the Minister for Education and Skills. a student's academic ability, skills, or aptitude;

(d) the occupation, financial status, academic ability, skills, or aptitude of a student's parents;

(e) a requirement that a student, or his or her parents, 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 a selection criterion based on (1) siblings of a student attending the school).

(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.

8. Decisions on Applications

All decisions on applications for admission to Scoil Aonghusa will be based on the following:

- Our school's admission policy
- The school's annual admission notice
- 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. 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).

10. Acceptance of an Offer of a Place by an Applicant

In accepting an offer of admission from **Scoil Aonghusa** you must indicate;

1. 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

2. 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.

11. 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 Scoil Aonghusa where:

1. it is established that information contained in the application is false or misleading.

2. 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.
3. 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
4. an applicant has failed to comply with the requirements of 'acceptance of an offer' as set out in section 10 above.

12. 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 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

a) an application for admission to the school has been received,
b) an offer of admission to the school has been made, or
c) an offer of admission to the school has been accepted.

The list may include any or all the following:

a. the date on which an application for admission was received by the school;

b. the date on which an offer of admission was made by the school;

c. the date on which an offer of admission was accepted by an applicant;

d. 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).

13. 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 **Scoil Aonghusa** 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 **Scoil Aonghusa** 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.
Applicants whose applications are received after the closing date, outlined in the Annual Admission Notice, will be placed at the end of the waiting list in order of the date of receipt of the application.

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.

14. 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.
Applications should note that the school is usually oversubscribed, and that any places which do arise will be offered to applicants that are already on our school waiting list as per Section 13 of this policy.
If there is no place available, the name of the applicant will be added to the waiting list as set out in Section 13.

15. 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 or years other than the school's intake group are as follows:

- Applications are treated as applications for particular classes.
- Availability of a place in a class, based on the applicant's age and diagnosis.

Procedures for Admission During the School Year

All applications for admission during the year will be considered in accordance with our school's Admission Policy.

In exceptional circumstances, an application for admission will be considered and processed during the school year if there are no applicants on the waiting list.

Availability of a place in an appropriate class grouping suitable to the needs of the student.

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16. DECLARATION IN RELATION TO THE NON-CHARGING OF FEES

The Board of Scoil Aonghusa 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.

Exceptions apply only in relation to fee charging post primary schools, boarding element in Boarding Schools and admission to post leaving cert or further education courses run by post-primary schools.

17. ARRANGEMENTS REGARDING STUDENTS NOT ATTENDING RELIGIOUS INSTRUCTION

The following are the school's arrangements for students where the parents/guardians, or in the case of a student who has reached 18 years of age, the student themselves, request that they attend the school without participating in religious instruction.

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

The procedure that will be followed is that a teacher will be designated to prepare the students in a mixed class grouping in another room, while the other students who are not engaging in preparation for the sacrament will continue with their secular education in their own class.

We note that this arrangement will not result in a reduction of the school day, nor will it result in any student's teaching and learning time being reduced.

18. Reviews/Appeals

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.

Right of appeal

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.

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

The policy was ratified by the Board of Management of **Scoil Aonghusa** on:

Signed: Dominic Bonny Chairperson, Board of Management.

6/10/2026.

