

**Admission Policy**  
**Sligo School Project**  
**Abbey Quarter, Sligo**  
**Roll Number 19910U**  
**Patron: Sligo School Project CLG**

## **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 21<sup>st</sup> May 2022. It is published on the school's website and is available in hardcopy on request through the school office.

The relevant dates and timelines for the 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 is available in hardcopy on request through the school office.

## **2. Characteristic spirit and general objectives of the school**

The ethos of the school reflects a society in which there are many social, cultural and religious strands. It is based on five fundamental principles of Sligo School Project:

The multi-denominational and equality-based principle - whereby access to the school is independent of social, cultural and religious background.

The co-educational principle – whereby the school setting provides equal opportunities for all children irrespective of gender.

The child-centred principle – whereby the child is seen to be the author of its own learning.

The democratic principle – whereby the school is sensitive to the needs and aspirations of different status groups, encouraging active participation by parents whilst positively affirming the professional role of teachers.

The open communication principle – whereby the school is committed to ensure proper and open communication among parents, teachers and the school community.

These principles are rolled out in highly cooperative daily practice between adults and children in the school with an emphasis on self-governance and self-determination amongst the children. Teachers are called to follow the aspirations formulated in the Core Curriculum of Sligo School Project, specifically to

- Raise awareness and appreciation of our multicultural society.
- Engage with various religious beliefs, festivals and practises as well as world views which disbelieve in the existence of a supreme being or supreme beings without dogma, prejudice or indoctrination.
- Foster a sense of confidence and self-worth.
- Address emotions such as joy, enthusiasm, desire, grief, frustration, anger and disappointment with overall approval, acknowledgement for their reasons and the intent to understand them in their social origins.
- Support the development of individual talents, and encourage initiative, independence in thought and action as much as solidarity and empathy.
- Encourage a climate of critical analysis in all areas of school life.
- Promote equality among the sexes and to cultivate attitudes of care and respect towards the rights of others.
- Address the issues arising as a consequence from being in groups, large or small, voluntary or compulsory, like group think, peer pressure, mutual support and team spirit.
- Promote a culture of conflict resolution in a respectful and open minded manner.
- Promote an active and responsible role in caring for the environment.
- Raise awareness towards the hegemonic role of mass media and the presentation of consumer goods.
- Raise awareness of human rights, equality and justice in society.

Above all Sligo School Project is dedicated to the happiness, welfare and education of its pupils.

### **3. Admission Statement**

Sligo School Project 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, colour, nationality or ethnic or national origins 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 colour, nationality or ethnic or national origins', 'religion ground', 'sexual orientation ground' and 'Traveller community ground' shall be construed in accordance with section 3 of the Equal Status Act 2000.

#### **4. Categories of Special Educational Needs catered for in the school/special class**

Sligo School Project is not a Special School or a mainstream school with a special class attached.

#### **5. Admission of Students**

Sligo School Project will admit students 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) Where a student is less than 4 years of age on the 1<sup>st</sup> of September of the school year concerned.
- d) Where an application is made by a person who is neither the parent nor the legal-guardian of this child.

#### **6. Oversubscription**

Per schedule of enrolment (Circular 0025/2022) the BOM has deemed 45 as the maximum total number of enrolments for the academic year 2022/2023.

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:

- a) Siblings of children in the school
- b) Parents or Grandparents having attended the school
- c) Age, by the earlier date of birth of student

## **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,
- b) The payment of fees or contributions (howsoever described) to the school;
- c) 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 other than (1) siblings of a student attending, and/or (2) parents or grandparents of a student having attended the school. In relation to (2) parents and grandparents having attended, this criteria will be applied only to a maximum of 25% of the available spaces as set out in the school's annual admission notice). In the event where there are more than 25% applications in (2) places will be offered or added to a waiting list by way of a lottery.
- g) The date and time on which an application for admission was received by the school, 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 Sligo School Project 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 and applications during the school year.)

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 17 below for further details).

## **10. Acceptance of an offer of a place by an applicant**

In accepting an offer of admission from Sligo School Project, 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.

### **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 Sligo School Project 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. 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.

### **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 Sligo School Project 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 Sligo School Project 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.

#### **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.

In case of the school being oversubscribed late applicants will be placed on the waiting list. Their position on the waiting list will be in order of date of receipt of application, after those applicants who applied within the time frame designated in the admission notice. If two late applicants are received on the same date, the applicants will be offered a place or placed on a waiting list by way of a lottery.

#### **15. Procedures for admission of students to other years and during the school year**

Applications for admission of students to other years than the designated intake group, and applications submitted to the school during the school year will be considered for admission, subject to available space, in line with sections 1 to 8, and sections 11 to 13 of this admissions policy.

Applicants will be informed in writing as to the decision of the school, within three weeks of the date of submitting the application for admission.

If a student is offered a place in Sligo School Project the applicants shall confirm acceptance of the offer within three weeks of issue of the offer. In accepting an offer of admission from Sligo School Project, 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.

If the acceptance of the offer of admission is not confirmed within three weeks the board reserves the right to withdraw the offer.

If a student is not offered a place in Sligo School Project, 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 17 below for further details).

## **16. Declaration in relation to the non-charging of fees**

The board of Sligo School Project 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. 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. (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.

Ratification by Board of Management: 31<sup>st</sup> May 2022