

**ST. ANDREW'S NATIONAL SCHOOL, MALAHIDE**  
**is a Church of Ireland Primary School under the patronage of**  
**the Church of Ireland Archbishop of Dublin.**

**SCHOOL ADMISSION POLICY**

**(Approved by the Board of Management with effect from 24 January 2011)**

1. All applications for places in the school shall be submitted on the approved application form (A Pre-Enrolment) to the school Principal. Completion of this form does not guarantee a place in the school.
2. The school operates within the requirements of the *Education Act 1998*, the *Education (Welfare) Act 2000*, the *Equal Status Act 2000* and the *Data Protection Act 2003* and complies with the regulations of the Department of Education and Skills. The school is grant aided by the Department of Education and Skills but also depends on voluntary local financial contributions from the parent body and the financial support of the Parents' Association. School policy must have regard to resources and funding made available by the Department of Education and Skills.
3. Within the context and parameters of Department regulations and programmes, the rights of the Patron as set out in the Education Act 1998 and the funding and resources available, the school supports the principles of:
  - Inclusiveness, particularly with reference to the enrolment of children with special needs.
  - Equality of access and participation in the school.
  - Parental choice in relation of enrolment having regard to the characteristic spirit of the school.
  - Respect for the diversity of values, beliefs, traditions, language and culture as reflected in contemporary society.
4. All applicants for admission to the Junior Infant class must have attained their 4<sup>th</sup> Birthday by the 1<sup>st</sup> September in the school year in which they are enrolled in the school. In the event of there being too many eligible applicants the board may allocate places on an age basis.

The Board of Management normally meets in February each year to consider all applications to the Junior Infants class for the ensuing September. Approximately a month before this meeting, applicants who have completed and returned Form A (Pre-Enrolment) will be sent the following:

- Application Form B which will request any further information which may be required by the Board of Management and confirming details already supplied on Form A (Pre-Enrolment). Form B must be completed and returned to the School by the date specified. **The Board of Management will consider only applications for which Form B has been completed.**
- A copy of the current admissions policy according to which places will be allocated.

The date of the meeting of the Board of Management at which places will be allocated for the school year beginning in the following September will be indicated on the Application Form B. Initial offers of places will be made after this meeting. In relation to the categories above, where there are more candidates for admission to the Junior Infant class than places available in a given category in Sect 8 above, and where places are offered to some children in that category, those children in that category for whom no place is available shall be placed on a waiting list for any places which may subsequently become available between the meeting and the beginning of the school year.

5. Applications for admission to other classes will be considered by the Board of Management as they arise, on the basis of space available in the relevant class. Only applications where the prescribed application procedure has been followed in full shall be considered by the Board of Management.
6. The Board of Management will, in the light of section 6(e), 9(m) and 15(2)d of the *Education Act 1998*, give consideration to the following factors:
  - the number of available spaces in the school, which in turn involves:
  - the number of pupils expected to leave the school
  - the size of the smallest classroom in the school
  - the effect of the intake on the division/pairing of classes
  - the deployment of teachers
  - the resources of the school
  - the religious denomination of the applicant's child

- the catchment area of the school as defined in section 9 below.
  - whether an applicant is a sibling of another pupil attending the school.
7. Applications, except in the case of a change of residence, are not generally entertained in the course of the school year. Students who wish to transfer from another school in the locality, are not generally allocated places at the school unless there are exceptional circumstances.
8. In relation to religious denomination, the following priority is followed:
- (a) Church of Ireland parishioners of the United Parishes of Malahide, Portmarnock and St. Doulagh's.
  - (b) Accustomed members of the United Parishes of Malahide, Portmarnock and St. Doulagh's as defined in Chapter 3 of *the Constitution of the Church of Ireland*
  - (c) Members of the Methodist Church, who are resident in the United Parishes.
  - (d) Members of the Presbyterian Church in Ireland who are resident in the United Parishes.
  - (e) Children of inter-church marriages involving one parent who is a member of the Church of Ireland and who fulfils the qualifications in sections (a) or (b) above.
  - (f) Children who are members of minority Christian Churches.
  - (g) And others
9. In relation to residence, in sections a, c – g above, the following guidelines are followed:
- the boundaries of the Church of Ireland United Parishes of Malahide, Portmarnock and St. Doulagh's except where St. Andrew's is the nearest school by road under Protestant management.

\*Members of the Churches of the Poorvoo Communion (Evangelical Lutheran Churches of Denmark, Estonia, Finland, Iceland, Latvia, Lithuania, Norway and Sweden), the Old Catholic Churches and the Mar Thoma Churches are in full communion with the Church of Ireland, and are therefore regarded as members of the Church of Ireland when resident in Ireland.