

## Coláiste Muire

### Tuar Mhic Éadaigh, Co. Mhaigh Eo

#### Admissions Policy

##### A.1 Mission Statement

Coláiste Muire is a Catholic Voluntary Secondary School in the Gaeltacht dedicated to the promotion of Irish as the first language of the community. The school is operated on the basis of the Fundamental Christian Principle, **treat others as we ourselves would like to be treated**. The school authorities and staff work to ensure a safe school environment. We strive to encourage the holistic development of our students in an atmosphere that enhances both academic and personal growth through the medium of Irish.

##### A.2 Ethos

1. Our school concentrates on the development of the whole person by providing for the religious, moral, social, physical and intellectual growth of our students.
2. No principle of selection that excludes students because of status, background, family or academic ability is employed, except in the case of those whose presence in the school would put the welfare of other students seriously at risk.
3. (a) The Religious Education of students is, and is seen to be, of fundamental importance. This is reflected in the curriculum of the school.  
(b) Communal prayer and liturgical celebration are an integral part of school life.  
(c) Education in issues of peace and justice, private and public morality is part of the school curriculum.  
(d) Where injustices exist in the school system, we work for change.
4. Compassion and Co-operation are given a high value in our school. Particular care is taken to develop a sense of responsibility in staff and students towards the poor, deprived and marginalised.
5. (a) The value of work as participation in God's power is stressed. We aim to develop diligence, self-discipline, and a positive attitude to work.  
(b) We aim to prepare students for employment or leisure and the challenges of an ever-changing society.
6. We seek to educate our students in Irish cultural and historic tradition
7. We aim to provide for the needs of all of the children in our care.

##### B Admissions Policy

Coláiste Muire will cooperate with the NCSE in the performance by the Council of its functions under the Education for Persons with Special Educational Needs Act 2004 in relation 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. Coláiste Muire will comply with any direction served on the board or the patron under section 37A and 67(4)(b).”

B. 1 The Board of Management of Coláiste Muire, while formulating this Admissions Policy, show due regard to the provisions of the Education Act 1998, the Education Welfare Act 2000, and the Equal Status Act 2000.

B. 2 This Admissions Policy is drawn up with regard to the following context and parameters:

The Department of Education and Science regulations and programmes.

The rights of the Trustees as set out in the Education Act.

The religious and educational philosophy of the school as set out in the Policy Statement.

The funding and resources available:

- D.E.S. capitation grants
- Other various grants from the D.E.S.
- Voluntary contributions
- Donations
- Fundraising
- Earnings

B. 3. The Board of Management supports the principles of:

1. Respect for diversity of traditions, values, beliefs, languages and ways of life in society
2. Equality of access and participation in the school
3. Parental choice in relation to enrolments
4. Inclusiveness, particularly in relation to the enrolment of pupils with special needs and disadvantage, subject to adequate resources being made available to the school by the D.E.S. prior to the child’s enrolment.
5. The provision of a range of subjects/courses pending availability of resources.

B. 4. The Board of Management decides on admissions in accordance with school policy. The Board of Management wishes to clarify that after 1<sup>st</sup> year, entry into any subsequent year, or any subsequent course, is contingent upon record of good behaviour and co-operation with the school, its mission, ethos, behaviour code and policies.

B. 5 Special Needs Education

With regard to the special educational needs of students, the Board of Management will (may):

- Take all necessary steps at the earliest possible opportunity to identify children with special needs who may be applying for admission to the school and to become familiar with their needs.
- Require a copy of a child's medical/psychological report be submitted to the school authorities.
- Request a copy of an individual educational report if available.
- Request independent professional assessment, if required.
- Do all it possibly can to identify, plan and provide for the needs of a special needs or disabled child seeking admission to the school.

The Board of Management hereby states that admission to the school of a student with special needs and/or disabilities is contingent upon the provision of adequate resources to the school by the D.E.S., so that the needs of such students can be adequately met.

#### B. 6. Criteria

In the event that the number of students wishing to enrol in the school is greater than the number of places available, the Board of Management will apply the following criteria:

- Brothers/Sisters of present/past students
- Sons/Daughters of staff members
- Pupils of the Primary Schools in the catchment area and from Gaelscoileanna
- Sons/Daughters of past pupils
- Newly resident students in the catchment area
- First come first served after the above

#### B. 7. Transition Year Programme

It is the stated intention of the Board of Management of Coláiste Muire Secondary School that all students experience the Transition Year Programme in the school. This programme is designed to broaden the educational experience of the student and prepare him/her for the Leaving Certificate Programme and later life.

As the Board of Management considers Transition Year a very important year in the overall development of your child it has decided to make Transition Year compulsory for all students from Sept 2013 onwards.

A copy of the Transition Year Programme may be acquired by contacting the school.

#### B. 8. Transfer from other schools

Applications will only be considered subject to:

- The School's Admission's Policy
- The school being satisfied with the reasons for the transfer. To this end information will be requested from the student's former/present school

concerning attendance, education progress, subject choices, term reports, disability and special needs, psychological assessments if relevant, reasons for transfer, co-operation with teachers, etc., as per Section 20 of the Education Welfare Act. An application cannot be processed until reports, as required, are furnished to the school.

- The Board of Management believing that the move will be in the best interest of the student and the school.
- Class sizes and availability of subjects.
- Available space
- Consultation with teaching staff
- Consultation with the Education Welfare Officer, if appropriate.
- The student's willingness through the medium of Irish. (All students transferring to the school will undergo an Irish oral exam prior to enrolment)

The Board of Management reserves the right to refuse an application for admittance on the following grounds:

If placing the child in the school would:

- Be seriously detrimental to the continuity of the child's education.
- Be likely to be seriously detrimental in order and discipline in the school.
- Be likely to be seriously detrimental to the educational well being of pupils attending the school.
- Be likely to be seriously detrimental to the health and safety of other pupils attending the school.
- Exceptional circumstances

#### B. 9. Right of Appeal

The Board of Management wishes to advise the parents/guardians that in the event of a pupil being refused entry to Coláiste Muire Secondary School, an appeal may be made under Section 29 of the Education Act. Further information will be made available if requested. The objective of this policy is to ensure that each child who applies for entry to Coláiste Muire Secondary School receives fair and equitable treatment as outlined in the Equality Act and Welfare Act and in accordance with the educational philosophy of the school.

#### B. 10. Repeat Students

In general, we would welcome and encourage repeat students, subject to the following considerations:

- Class sizes and availability of subjects.

- Curriculum changes (feasibility of completing a two-year syllabus in one year).
- Full range of subjects will have to be taken as there is no provision for supervision.
- Punctuality and attendance
- Previous academic application/record
- Adherence to school rules and record of behaviour.
- Health and safety of other students.
- Reason for repeating.
- Attainability of academic ambition based on previous assessments.
- The student's willingness through the medium of Irish. (All students transferring to the school will undergo an Irish oral exam prior to enrolment)

#### Procedure

All aspiring repeat students must:

1. Complete the official application form which is available in the Coláiste.
2. Submit a formal letter of application.

### C. Procedures

#### 1. Application Procedures

Fill out an enrolment form and return by the closing date. Enrolment forms are available from the school and on enrolment night.

A student must be aged 12 years on the 1<sup>st</sup> of January in the calendar year following the child's entry into 1<sup>st</sup> year.

#### 2. Required information from Parents

Pupil's: Name, Age, Date of Birth, PPS number, Address

Parent(s)/Guardian(s): Names, Addresses, Telephone Numbers

Emergency telephone contact number

Details of: medical conditions/disabilities/illnesses/special needs or remedial assistance received in Primary School/religion.

Previous school attended, if applicable.

Reasons for transfer from another school, if applicable

Any other relevant information

#### 3. Decision Making

Parents will be notified of the Board of Management's decision on enrolment within 21 days of the closing date of enrolment or on receiving relevant

information as prescribed by the Board and the Minister for Education and Science, under the Education Welfare Act 2000

## D School Details

### D. 1 Type of School

Coláiste Muire, Tuar Mhic Éadaigh, Co Mhaigh Eo  
Telephone: (094) 9544107 Fax: (094) 9544107.

Is a Catholic Voluntary Secondary School. The school is under the trusteeship of the Coláiste Thuar Mhic Éadaigh Teoranta and is a non-fee paying, grant-aided, co-educational school.

### D. 2. Management

The school is run by a Board of Management which is comprised of Trustee nominees, Parent nominees and Teacher nominees.

### D. 3. Organisation

The school is supported in its work by the Parents' Association and Students' Council.

### D. 4 Resources and Curriculum

The curriculum offered by Coláiste Muire Secondary School is governed by the regulations as stipulated by the department of Education and Science, which may be amended in accordance with Sections 9 and 30 of the Education Act 1998. As well as offering the traditional Junior Cert and Leaving Cert examinations programmes Coláiste Muire also offers Leaving Certificate Vocational Programme and also Transition Year. Coláiste Muire also provides a learning support programme for students with special needs.

### D. 5 Extra Curricular Activities

The school offers a wide range of extra curricular activities such as sports/games, public speaking, school trips, etc. The purpose of such activities is to foster and develop social and personal skills not directly addressed in the formal curriculum.

**Exceptional circumstances exemption amendment;** In response to the invasion of Ukraine by Russia in March 2022, and the activation of the EU Temporary Protection Directive to provide immediate protection in EU countries to displaced

Ukrainians, the Irish government has a whole-of-government approach to the reception of refugees. The Department of Education has put in place a suite of measures to support Ukrainian students, their families and schools.

A key measures to date is:

Schools are requested to enrol Ukrainian students if at all possible in terms of current capacity.

As a result, Colaiste Muire has engaged fully with this measure and welcomes refugees in line with the Department of Education's response to these exceptional circumstances.

Síniú:   
Cathaoirleach an Bhoird Bhainsitíochta

Dáta: 25-09-2025

