

# *Junior Infant*

**Admissions Policy  
for the Parish Schools of  
St Mochta, Porterstown.**

**Academic Year 2020/2021**

## Admissions Policy for Parish Schools of St. Mochta's Parish, Porterstown

This policy is set out in accordance with the provisions of the Education Act, 1998. The Boards of Management trust that by so doing, parents will be assisted in relation to enrolment matters. Furthermore, the Chairpersons of the Boards of Management and the Principal Teachers will be happy to clarify any queries arising from the policy.

The schools are named St. Mochta's National School and St. Patrick's National School. They are situated in Porterstown Parish, Dublin 15 and are both Roman Catholic Schools under the patronage of The Roman Catholic Archbishop of Dublin. A Roman Catholic School (which is established in connection with the Minister for Education) aims at promoting the full and harmonious development of all aspects of the child: intellectual, physical, cultural, moral and spiritual, including a living relationship with God and with other people. The schools model and promote a philosophy of life inspired by belief in God. Roman Catholic schools provide Religious Education for the pupils in accordance with the doctrines, practices and traditions of the Roman Catholic Church and promote the formation of the pupils in the Roman Catholic Faith.

Both schools cater for the full range of primary classes, Junior Infants – Sixth Class. They are recognised schools under the Department of Education and Skills. St. Mochta's NS has **32** mainstream classes and St. Patrick's NS has **28** mainstream classes. They are both co-educational schools, catering for both boys and girls.

The schools operate under the grants, teacher resources and accommodation provided by the Department of Education and Skills. They are governed by regulations laid down by the Department of Education & Skills. School policy has regard to the teacher resources, accommodation and funding available.

The schools follow the curricular programmes prescribed by the Department of Education and Skills, which may be amended from time to time, in accordance with Sections 9 and 30 of the Education Act (1998).

Applicants must be at least four years of age by September 30th in the year they start school. Compulsory attendance at school does not apply until the age of 6 years.

Application for Admission Forms for Junior Infants (**September 2020**) are available from **23rd September 2019**. All applications must be returned to the schools during registration, which takes place on **14th , 15th and 16th October 2019**. The Boards of Management communicate arrangements regarding enrolment through:

- St Mochta's Parish Newsletters
- Announcements at Masses in St Mochta's Parish Church
- St Patrick's & St Mochta's School newsletters
- Present parent bodies
- Local newspapers
- School web sites
- Large public sign outside each school.

Decisions in relation to applications for enrolment are made by the Boards of Management in accordance with school policy. The Principals, on behalf of the Boards, will notify parents within 21 days following registration. It should be noted that the school reserves the right to request further documentation to validate the primary residence and/or the registration process.

The schools support the principles of:

- Inclusiveness with reference to the enrolment of children with a disability or other special educational need;
- Equality of access and participation in the school;
- Respect for the diversity of values, beliefs, traditions, languages and ways of life in society.

within

- (a) the rights of the Patron as set out in the Education Act, 1998
- (b) the context and parameters of Departmental regulations and programmes,
- (c) the provisions of Section 14(b) (i) of The Equal Status Act 2000
- (d) and the funding, teacher resources and accommodation available.

*Under section 29 of the Education Act, 1998, any parent or guardian can appeal a school's refusal to enrol his/her child.*

**There is a total of 210 Junior Infant places in the Parish Schools.** There are 7 Junior Infant classes in the parish schools.

The objective of the Parish Admissions Policy is to maximise the number of places available to children who are living within the boundary area of Porterstown Parish and the associated communities of Clonsilla, Porterstown, Diswellstown, and Luttrellstown.

**St. Mochta's N.S. and St. Patrick's N.S. will offer places to children in the following order:**

**1. Category 1**

Category 1 applicants must fulfil one of the following criteria:

a) Have a sibling(s) currently attending one of the parish schools.

*and / or*

b) Be resident within the boundaries of the Parish. The address provided on the child's application form must be the child's primary residence.

*and / or*

c) Be a child of a current member of staff. (Teachers, Special Needs Assistants, Secretary, Caretaker)

**The Boards of Management determine who qualifies for a Junior Infant place in the parish schools if there is an over-subscription as follows:**

● Up to a maximum of 210 offers are made.

(90 maximum in St Patrick's; 120 maximum in St Mochta's)

● 210 places are offered in order of age, priority to the eldest. All children who turn four years of age by the birth date of the 210th eldest applicant will qualify for a place in one of the parish schools. This date then becomes the 'Cut-Off Date' for all applicants.

**The Boards of Management will determine which of the qualifying applicants will be offered a Junior Infant Place in that school as follows:**

● Qualifying siblings and children of staff will be offered places in the same school as their brother(s) / sister(s) / school in which their parent is employed.

● The remaining places will be offered in the order in which addresses are listed on page 7 & 8 of this Admissions Policy.

**2. Category 2**

All other applicants. Places will be offered in order of age. (Priority to the eldest)

## **Explanatory notes**

### **Common Waiting List**

There will be one “Common Waiting List” for the two schools which will be administered as follows:

Unsuccessful applicants will be notified in writing and will be invited to apply for a place on the Common Waiting List. Parents must contact either school to request a place on this list.

Any places which become available will be offered in order of age but only when fewer than 90 places have been accepted in Saint Patrick’s and fewer than 120 places accepted in Saint Mochta’s in the following order:

1. Category 2 applicants within the cut-off date. (priority to eldest)
2. Category 1 applicants outside of the cut-off date.
3. Category 2 applicants outside the cut-off date.
4. Late Applications

### **Late Applications**

Late Applications are applications received after the Registration Dates 14th, 15th, 16th October 2019.

Late Applications will only be considered after Point no. 3 on the Common Waiting List Explanatory Note above.

### **What are my options if my child is offered a place in the second choice school?**

1. Accept the place offered in the school of second choice. Once you accept a place in one of the parish schools your child’s name cannot be placed on the common waiting list.
2. It is not permitted to accept the place in the school of second choice and remain on the waiting list for the school of first choice.

**The common waiting list will remain in place until 30th September 2020. All data of applicants on that list is then destroyed and no longer kept on file.**

### **Registration**

This takes place on **14th, 15th & 16th October**. Parents / Guardians register their expression of interest in applying for a school place in one of the parish schools. The school of choice should be clearly indicated on the Application for Admission form. **Completion of this application does not guarantee or constitute an offer of a place in either of the parish schools.**

### **Procedure for the offer of places**

- All applications are received during registration (14, 15 & 16 October).
- Applications in each school are divided into:

**Category 1** (Brothers and sisters of children in the schools and / or children living within the boundaries of the Parish and / or children of current staff. (Teachers, Special Needs Assistants, Secretary, Caretaker)

**Category 2** (All other applicants)

- The Principals of both schools meet, on behalf of their Boards of Management to calculate the total number of Category 1 applicants to the parish schools. A cut-off date is calculated by the date of birth of the 210th eldest applicant. *Up to a maximum of 210 junior infant offers are then made for the parish schools.*
- Qualifying siblings and children of staff will be offered places in the same school as their brother(s) / sister(s) / school in which their parent is employed.
- The remaining places will be offered in the order in which addresses are listed on Page 7 and 8 of this Admissions Policy. This is determined by the criteria as outlined in the Appendix 1 below, where St. Patrick's NS will offer places to qualifying applicants, starting a number 1 on the list and working in numerical order. St. Mochta's N.S. will offer places to qualifying applicants starting on number 176 and working in reverse numerical order.
- Once all Category 1 applicants within the cut-off date have been offered places, the remaining vacancies, if any, are offered to those on the Common Waiting List in accordance with the criteria set out on page 5 above.

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### Application for Admission – Junior Infants, Academic Year 2020/2021

Registration for Junior Infants 2020/2021 will take place at St. Patrick's NS and St. Mochta's NS on 14th, 15th and 16th October 2019 from 10am to 12 noon. An evening registration will take place on Monday 14th October 2019 from 7pm to 9pm. Admission Application Forms received outside of these dates will be deemed late.

The following items must accompany the application for admission:

- An original Birth Certificate (together with a photocopy)

All non-sibling applications must also be accompanied by **TWO** different documents showing the name and address of the parents/guardians (utility bills must be dated within 3 months of registration)

- o Electricity Provider Bill
- o Gas Provider Bill
- o Landline Telephone Provider Bill
- o TV Service Provider Bill
- o Mobile Telephone Provider Bill
- o Tax Credit Certificates
- o Motor Car Ins. Cert.
- o Social Welfare Documentation
- o Refuse Collection Provider

## Full list of Parish Addresses

- 1 Hamilton Park
- 2 Diswellstown Manor
- 3 Diswellstown Cottages
- 4 Sandpits
- 5 Mulberry Park
- 6 Mulberry Drive
- 7 Mulberry Crescent
- 8 Mulberry Court
- 9 Mulberry Lawn
- 10 College Gate
- 11 Bracken Park
- 12 Woodberry
- 13 Fottrell Hall
- 14 Outfarm Lane
- 15 Cottonwood
- 16 Park Manor
- 17 Bramley Garth
- 18 Bramley Court
- 19 Bramley Avenue
- 20 Burnell Avenue
- 21 Burnell Green
- 22 Carpenterstown Manor
- 23 Luttrellstown Road
- 24 Bramley Crescent
- 25 Bramley Way
- 26 Bramley Park
- 27 Bramley Heath
- 28 Carpenterstown Road
- 29 The Beeches
- 30 Luttrellstown Avenue
- 31 Luttrellstown Close
- 32 Luttrellstown View
- 33 Luttrellstown Walk
- 34 Somerton (Golf Course)
- 35 Somerton Lane
- 36 Warren Green
- 37 Warren Close
- 38 Luttrellstown Oaks
- 39 Luttrellstown Park
- 40 Warren Crescent
- 41 Luttrellstown Green
- 42 Warren Avenue
- 43 Luttrellstown Heights
- 44 Luttrellstown Heath
- 45 Luttrellstown Rise
- 46 Luttrellstown Drive
- 47 Luttrellstown Lawn
- 48 Luttrell Park Crescent
- 49 Riverwood Gardens
- 50 Luttrell Park Green
- 51 Luttrell Park Drive
- 52 Luttrellstown Way
- 53 Luttrell Park Close
- 54 Riverwood Green
- 55 Luttrellstown Place
- 56 Mountain View Cottages
- 57 Luttrellstown Glade
- 58 Luttrellstown Grove
- 59 Luttrell Park View
- 60 Luttrell Park Heath
- 61 Riverwood View
- 62 Luttrellstown Thicket
- 63 Homeleigh
- 64 Riverwood Way
- 65 Riverwood Grove
- 66 Stationview
- 67 Riverwood Lawn
- 68 Luttrellstown Court
- 69 Oldfarm
- 70 Luttrell Park Grove
- 71 Riverwood Crescent
- 72 Luttrellstown Dale
- 73 Luttrellstown Chase
- 74 The Orchard
- 75 Luttrell Park Lawn
- 76 Riverwood Park
- 77 Riverwood Drive
- 78 Riverwood Close
- 79 Riverwood Hall
- 80 Luttrell Park Court
- 81 Riverwood Place
- 82 Riverwood Glen
- 83 Fernleigh Drive
- 84 Fernleigh Way
- 85 Riverwood Court
- 86 Riverwood Chase
- 87 Riverwood Glebe
- 88 Fernleigh Place

Full list of the estates in the parish: (continued)

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|-----------------------------|--------------------------|
| 89 Fernleigh Grove          | 133 St Mochta's Lawn     |
| 90 Fernleigh Close          | 134 St Mochta's Glen     |
| 91 Fernleigh Green          | 135 Manor Court          |
| 92 Riverwood Terrace        | 136 The Courtyard        |
| 93 Fernleigh Crescent       | 137 Clonsilla Road       |
| 94 Fernleigh Lawn           | 138 Porterstown Road     |
| 95 Fernleigh Heath          | 139 The Village          |
| 96 Riverwood Dale           | 140 Kellystown Road      |
| 97 Riverwood Heath          | 141 Rugged Lane          |
| 98 Fernleigh Park           | 142 Sandholes            |
| 99 Fernleigh Dene           | 143 Strawberry Beds      |
| 100 Riverwood Copse         | 144 Shelerin Road 1-5    |
| 101 Riverwood Vale          | 145 Orchard Avenue       |
| 102 Riverwood Dene          | 146 Weavers Row          |
| 103 Fernleigh Dale          | 147 Lambourn             |
| 104 Fernleigh Grange        | 148 Weavers Walk         |
| 105 Fernleigh Vale          | 149 Larch Grove          |
| 106 Fernleigh Court         | 150 Portersgate Crescent |
| 107 Fernleigh View          | 151 Portersgate View     |
| 108 Annfield View           | 152 Portersgate Green    |
| 109 Woodbrook Hall          | 153 Portersgate Close    |
| 110 Woodbrook Park          | 154 Portersgate Drive    |
| 111 Annfield Drive          | 155 Portersgate Grove    |
| 112 Annfield Close          | 156 Portersgate Court    |
| 113 Woodbrook Square        | 157 Portersgate Way      |
| 114 Annfield Court          | 158 Portersgate Avenue   |
| 115 Annfield Lawn           | 159 Portersgate Lawn     |
| 116 Woodbrook Crescent      | 160 Portersgate Rise     |
| 117 Woodbrook Court         | 161 Portersgate Heights  |
| 118 Annfield Crescent       | 162 Mount Symon Avenue   |
| 119 Windmill                | 163 Mount Symon Lawn     |
| 120 Portersfield Apartments | 164 Mount Symon Park     |
| 121 Stationcourt View       | 165 Mount Symon Drive    |
| 122 Stationcourt Park       | 166 Mount Symon Close    |
| 123 Stationcourt Way        | 167 Mount Symon Green    |
| 124 Stationcourt Hall       | 168 Mount Symon Rise     |
| 125 Weavers Hall            | 169 Mount Symon Crescent |
| 126 St Mochta's Drive       | 170 Mount Symon Dale     |
| 127 St Mochta's Road        | 171 Aldemere             |
| 128 St Mochta's Green       | 172 The Meadows          |
| 129 St Mochta's Grove       | 173 Windemere            |
| 130 St Mochta's Avenue      | 174 Allendale Square     |
| 131 St Mochta's Vale        | 175 Barberstown          |
| 132 St Mochta's Chase       | 176 Barnhill             |