

Admission and Enrolment Policy

2007-2008



Ardscoil Rís,
Christian Brothers School,
North Circular Road,
Limerick.

Ardscoil Rís is a Catholic School under the
Trusteeship of the Christian Brothers.

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Mission Statement.

Ardcoil Ris aims to promote the spiritual, personal, physical, cultural, aesthetic and academic development of its students. We aim to create a community where students are imbued with Christian values of respect, justice and integrity. We encourage students to become involved in a variety of activities outside of the curriculum. Life skills are reinforced through participation in such activities as music, debating, quizzes, work experience programme, enterprise, foreign exchange, drama, concerts, charitable fundraising and gaisce.

The Admissions Policy is issued by the Board of Management in accordance with the provisions of Section 15(d) of the Education Act 1998 and all related legislative and regulatory requirements. The Policy is intended to reflect and to give full effect to:

- 1 The Mission Statement,
- 2 The rights and obligations of the Patron as set out in the Education Act and related legislation.
- 3 The Religious and Educational Philosophy of the Christian Brothers,
- 4 The parameters of all guidelines, regulations and programmes currently available by the Department of Education and Science and/or by the Patron.
- 5 The funding and resources currently made available to the school by the DES and from any other sources.

The school supports the principles of inclusiveness, equality of access and participation in the school, parental choice in relation to enrolment and applications for admission to the school. In this context, the school expresses respect for diversity of traditions, values, beliefs, languages and ways of life within the community it serves today. The school follows the curricular programmes prescribed by the DES, which may be amended from time to time, in accordance with Section 9 and 30 of the Education Act 1998.

Parent(s)/Guardian(s) seeking admission of their children to the school are invited to carefully read this Policy.

General Information.

Ardcoil Ris is a Roman Catholic Voluntary School for boys under the Trusteeship of the Christian Brothers. It is a grant-aided school situated on the North Circular Road, Limerick.

Structure of the Board of Management.

There are four nominees of the Patron which includes the Chairperson - Mr Ciaran Dolan. There are two nominees of parents and two nominees of the teaching staff. The Principal Ms. Brid de Brún acts as the secretary to the Board but is not a member of the Board.

Parents' Council and Students' Council.

Ardscuil Ris has an active and vibrant parents' council and students' council.

Staff and Resources.

At present there are 49 whole-time teachers in the school consisting of the Principal – Brid de Brun, Deputy Principal – Mr Liam Martin, Guidance Counsellors- Mr Michael Gleeson and Ms. Maria Goodwin, Learning support teacher – Ms Moira Wallace. In addition there are two secretaries, one caretaker and two full-time cleaning assistants.

Pupils and Programmes.

There are presently 705 pupils in the school. Students are prepared for the

- DES Junior Certificate and Leaving Certificate examinations.
- The Transition Year Programme, which is optional,
- The Leaving Certificate Vocational Programme , which is optional,
- The financial and teaching resources of the school are provided by a combination of DES grants, voluntary contributions, fundraising and teacher allocations. The voluntary contributions supplement the shortfall in DES funding. It is a voluntary payment. Tax relief under Section S848A of the Taxes Consolidation Act 1997 is available on contributions where applicable. Implementation of school planning and school policy must have due regard to resources and funding available.

Regulations

The school operates within the regulation laid down by the DES and follows the curricular programmes prescribed by the DES. These may be amended from time to time in accordance with Sections 9 and 30 of the Education Act 1998 and the regulatory and statutory requirements arising from the Education Acts and all related legislation.

The BOM must comply with DES guidelines in relation to class size, staffing provision, accommodation and the health and safety and welfare of children, which also affect the number of new enrolments that the school may admit in any one year.

The Board of Management endeavours to carry out its duties in accordance with section 15(1) of the Education Act 1998, related legislation and any DES or Patron guidelines currently available.

Extra Curricular Activities.

The school has a very strong tradition in sporting, cultural, musical and educational activities. It also has an active Environmental Committee and is involved in organising school tours, ski trips, rugby tours, charitable works and visits to India

Information with respect to Admission.

The school has 132 places available for first year enrolment in the 2007-2008 school year. In order to allocate the number of places available, the BOM shall apply the selection criteria referred to in this Policy and in the admissions/applications form, in the manner explained in this policy, and the school shall apply same in accordance with its mission statement, the law and the recommendations and guidelines of the Patron and the DES as and where arising.

Enrolment Policy

The Current Admissions Policy takes place against a background of a certain shortage of places versus the number of probable applications for the forthcoming year. The rationale of the policy is to fairly and transparently allocate the available places.

The Board of Management has appointed a sub-committee of three people to handle the application and enrolments on behalf of the school. The subcommittee consists of the School Principal, Deputy-Principal and one nominee only of the Board of Management. The sub-committee will take responsibility for processing all applications and the random selection process.

The school aims to

- Provide a fair and transparent system of enrolment for students.
- Make reasonable provision and accommodation for students, including students with disability and special educational needs in accordance with relevant legislation, with due regard to the efficient use of resources provided by the DES.
- Allow for full participation by all students, subject to resources being available and allowing for Health and Safety implications.

The Board of Management will welcome applications from children with special educational needs. It will access the child's records from Primary schools/Individual Educational Reports, medical reports, psychological reports and any other information pertaining to their son's educational needs. It is important that this information is supplied with forms of acceptance on February 9th 2007 so that the school can apply to the Department of Education and Science for the required resources to assist them in meeting the boy's educational needs. The Principal or Deputy Principal and other key school personnel may meet with the parent(s)/guardian(s) of a boy with special needs and in some instances may need to also meet with the professionals working with the boy's family.

Selection Criteria

All applications received on or prior to the closing date will be examined by the sub-committee to determine which students have maximum eligibility in accordance with the schools selection criteria as outlined in this policy and the mission statement and the ethos of the school. The school shall firstly select from all the applications submitted those applications made on behalf of a boy whose parents are seeking an education in the Catholic tradition. You are advised to read the Religious Education Policy for Ardscoil Rís. No priority will be given, based on the date of application, provided that the application form has been submitted by the closing date.

First Round.

The school shall firstly select all applications from children whose parent(s)/guardian(s) are seeking an education in the Catholic tradition for their son and in the following priority from number 1-5 a child:

- 1 who has a brother in attendance or previously attended at the school,
- 2 who is a permanent resident in the parish of the Holy Rosary as defined by Parish boundaries, regardless of which primary school he attends,
- 3 who is the child of a staff member of the school,
- 4 who is the child of a past pupil of the school,
- 5 random selection of remaining places from all feeder schools as per Schedule Two.

In the very unlikely event that the number of applicants in each of 1, 2, 3 and 4, above exceed the number of places available then the date of birth of each student shall be used to determine maximum eligibility starting with category one and then going to two, three, and four. The oldest student in each category will have the greatest priority.

Application Procedures.

- Limerick City Area second Level Schools as defined in “Schedule Four” have agreed to operate a Common Application Procedure for 2007-2008.
- Application to Ardscoil Ris shall be in accordance with the Common Application Form known as “Schedule One” and in accordance with the Policy.
- Applications shall be given to all Feeder Schools during the first term. Completed Application forms must be returned to Ardscoil Ris on or prior to the closing date.
- Parents and students will be invited to an Open Night on October 9 2006. Notice of the Open Night will be posted to all primary schools listed in Schedule Two and advertised in the Limerick Post and in the city and county editions of the Limerick Leader.
- Application forms are freely available from the school office. The application form is required to be returned by the date specified and on all advertisements and literature circulated with reference to same. Please see Schedule Three for relevant dates.
- Parent(s)/Guardian(s) are responsible for ensuring that application forms are received by the school and parent(s)/guardian(s) who return application forms by post/courier must retain proof of postage/delivery.
- The school must also make it clear that the DES rules states that Secondary School students must be aged twelve years on the 1st. January in the calendar year following the child’s entry into 1st year. A Birth Certificate will be required prior to acceptance of a student into the school.

- In the current circumstances of limited available places, the school is obliged to make it clear that no late applications can be considered.
- In the event that a pupil is allocated a place, the school makes it clear that it is conditional upon the prospective pupil attending a meeting at the school for the purpose of sitting an assessment test. The assessment test is taken by students who have been offered a place and it is used to facilitate the allocation of students into mixed ability classes in first year. The results are also used to indicate students who may need further assessment for learning support. .
- In the event that the pupil does not attend the assessment test without a satisfactory explanation then following discussions with the parent(s)/guardian(s) the prospective pupil may lose his allocated place.
- Places are allocated as soon as is practicable but not later than twenty one (21 days) after the closing date.
- One application form may only be returned for each child.
- The final decision regarding all enrolment rests with the Board of Management.
- The Board of Management reserves the right to refuse application for admission in exceptional circumstances.

Review and Appeal Procedures.

Section 29 of the Education Act 1998 provides for an appeal process to the Secretary General at DES. In general such an appeal must be made within 42 days of the notification of refusal by the school.

Transfers from Other Second Level Schools.

Students may transfer into the school at any time subject to:

- The school's admission policy
- The school being satisfied with the reason for the transfer. Information will be requested from the student's former school concerning attendance, educational progress, subject choices, term reports, disabilities and special needs, reasons for transfer as per Section 20 of the Educational Welfare Act.
- The school regarding the move in the best interest of the student.
- Available space.
- The schools curricular provision being suitable for the student.
- Health and Safety considerations.
- Information in relation to the student's disciplinary record.
- Consultation with the Educational Welfare Officer if appropriate.

Review Procedures

The Board of Management will review the Admissions Policy annually in line with evolving legislation and practice, including the Education Acts, the Equal Status Act and all related statutory and regulatory requirements.

Schedule One

Common Application Form - as attached

Schedule Two

Feeder Schools.

Ahane N.S,	Ahane, Co. Limerick
An Mhodh Scoil,	O'Connell Ave, Limerick.
Ballina N.S,	Ballina, Co. Tipperary
Banogue N.S,	Croom, Co. Limerick.
Boher N.S,	Killaloe, Co. Clare.
Bohermore,	Bohermore, Co. Limerick.
Broadford N.S,	Broadford, Co. Clare
Bruff,	Kilmallock, Co. Limerick.
C.B.S N.S	Sexton Street, Limerick
Caherconlish N.S,	Caherconlish, Co. Limerick
Carnane N.S,	Carnane, Fedamore, Co. Limerick.
Castleconnell,	Castleconnell, Co. Limerick.
Christ the King,	Caherdavin, Limerick
Clonmoney N.S,	Bunratty, Co. Clare.
Corpus Christi,	Moyross, Limerick.
Crecora,	Crecora, Co. Limerick.
Donoughmore N.S,	Donoughmore, Co. Limerick.
Gaelscoil Sairséal,	Bridge St., Limerick.
Granagh N.S	Granagh, Co. Limerick
John F. Kennedy,	Ennis Road, Limerick.
Kildimo N.S,	Kildimo, Co. Limerick.
Killinure N.S,	Boher, Co. Limerick.
Knockea,	Knockea, Co. Limerick.
Limerick School Project,	O'Connell Ave. Limerick.
Manister,	Croom, Co. Limerick.
Milford,	Milford, Limerick.
Monaleen,	Monaleen, Limerick.
Parteen,	Parteen, Co. Clare.
Patrickswell N.S,	Patrickswell, Co. Limerick.
Richill,	Lisnagry, Co. Limerick.
Scoil an Spioraid Naoimh,	Roxboro, Co. Limerick.
Scoil Ide,	Corbally, Limerick.
Scoil Mhuire,	Meelick, Co. Clare.
Scoil Naomh Iosaf,	Adare, Co. Limerick.

Shountrade,
Sixmilebridge,
St. Ailbe's,
St. Bridget's,
St. Ciaran's,
St. Conaire's
St. James's
St. John's,
St. Joseph's,
St. Mary's N.S.,
St. Michael's,
St. Munchin's,
St. Nessian's,
St. Nicholas',
St. Patrick's,
St. Patrick's N.S.,
St. Paul's,
St. Philomena's,
St. Senan's,

Adare, Co. Limerick.
Sixmilebridge, Co. Clare.
Caherelly, Grange, Co.Limerick.
Dublin Road, Limerick.
Kilfinny, Co. Limerick.
Shannon, Co. Clare
Cappagh, Askeaton, Co. Limerick
Cratloe, Co. Clare.
Ballybrown, Co. Limerick.
Croom, Co. Limerick
Barrington's St., Limerick.
Shelbourne Road, Limerick
Mungret, Co. Limerick.
Adare, Co. Limerick.
Dublin Road, Limerick.
O'Callaghan Mills, Co. Clare
Dooradoyle, Limerick.
South Circular Road, Limerick
Clonlara, Co. Clare.

Schedule Three

Dates relating to Applications 2007-08.

- Open Night Monday, 9th October 2006 7.30pm-9.30pm.
- Closing date for receipt of Completed Application Forms. Monday, 15th January 2007 at 12.30pm.
- Letters informing parents of successful/unsuccessful applications to be posted on Wednesday, 31st January 2007.
- Closing date for acceptance of places must be made by Friday, 9th February 2007.
- Common Registration date and Entrance Examination at Ardscoil Rís is Wednesday, 07th March 2007.

Schedule Four

Limerick City Area Second Level Schools

Ardscoil Mhuire, Ardscoil Rís, Castletroy College, Coláiste Chiaraín, Coláiste Mhichil, Copewood College Pallaskenry, Crescent College Comprehensive S.J., Gaelcholáiste Luimnigh, Laurel Hill Coláiste FCJ, Laurel Hill Secondary School FCJ, Presentation Secondary School, St. Clements College, St. Enda's Community School, St. Munchins College, St. Nessian's Community College, Salesian Secondary School, Scoil Carmel Secondary School, Villiers Secondary School.

Appendix One

Definitions

“**The school**” refers to Ardscoil Ris, North Circular Road, Limerick, (or Ardscoil Iognaid Rís, Cuarbhóthar Thuaidh, Luimneach) a recognised Christian Brothers school in Limerick.

“**The current Admissions policy**” refers to the Admissions policy (the policy) dealing with applications for the 2006-2007 school year.

“**Child**” means a person resident in the state who has not yet reached the age of 18 years and who will be eligible for post-primary education in the school by being aged twelve (12 years) on the 1st of January in the calendar year following the child’s entry into 1st year in accordance with DES guidelines.

“**Feeder schools**” refers to those schools set out in Schedule Two.

“**DES**” refers to the Department of Education and Science.

“**The Board of Management**” (or “the Board”) refers to the Board of Management of the school established under Section 14 of the Education Act 1998.

“**The 1998**” Act” refers to the Education Act 1998.

References to “**the locality**”, or “**the demographic**” area or “**the catchment**” area shall be taken to mean or refer to those schools as defined by the list of “feeder schools” set out in Schedule two hereto which is a list of schools with a long association and tradition of their students making application to Ardscoil Ris.

“**The enrolment sub-committee**” refers to the sub-committee appointed by the Board of Management to handle applications in the current academic year and such sub-committee shall ordinarily comprise the school Principal, the school Deputy-Principal and another nominee to be named in advance by the Board of Management.

“**The Patron**” refers to the Trustees of the Christian Brothers schools in Ireland.

“**The closing date**” refers to the closing date for receipt of applications for enrolment for the forthcoming school year, ie, Monday, 15th January 2007.

“**Resident**” refers to a boy who lives in the parish of the Holy Rosary for a prolonged period of time.

“**The Parish**” refers to the subdivision of the Catholic Diocese of Limerick into the Parish of the Holy Rosary.

