



APPLICATION FORM FOR ADMISSION – 2021/2022

This is an application form for admission and does not constitute an offer of a place, implied or otherwise. Use of the word ‘student’ throughout this Application Form does not imply that the person on whose behalf this application is being made is regarded as a having been accepted as a student of Coláiste Aindriú

Completed applications will be accepted from:	October 2020
The closing date for receipt of applications is:	July 2021

All Application Forms and accompanying documentation should be sent to:	For office use only
Coláiste Aindriú, Muine Bheag, Co. Carlow	Date received: ____/____/____ School Stamp:

Please tick the Year Group the student is applying to enter:

<input type="checkbox"/> First Year	<input type="checkbox"/> Third Year	<input type="checkbox"/> Fifth Year
<input type="checkbox"/> Second Year	<input type="checkbox"/> Transition Year	<input type="checkbox"/> Sixth Year

Please complete all sections of the following application using BLOCK CAPITALS

SECTION 1 - PROSPECTIVE STUDENT DETAILS

Details of the young person for whom this application is being made.

First Name:	
Surname:	
Date of Birth:**	
Address:	
Eircode:	
PPSN:	

****PLEASE INCLUDE ORIGINAL BIRTH CERTIFICATE WITH YOUR APPLICATION****

SECTION 2 – DETAILS OF PARENT/GUARDIAN

*This section is **NOT** required to be completed where the student is over 18, unless s/he wishes the school to communicate with his/her parent/guardian about this application instead of directly with the student. The information is sought for the purposes of making contact about this application. If more than one name is given but the address is the same, only one letter will issue and will be addressed to both individuals.*

	Parent / Guardian 1	Parent / Guardian 2
Prefix: (e.g. Mr./Ms./Ms. etc.)		
First Name:		
Surname:		
Address:		
Eircode:		
Telephone no.		
Email address:		
Relationship to student:		

SECTION 3 – STUDENT CODE OF BEHAVIOUR

Please confirm that the Student Code of Behaviour is acceptable to you as a parent/guardian and that you shall make all reasonable efforts to ensure compliance of same by the student if s/he secures a place in the school. Please note that the Code of Behaviour can be found at <http://www.colaisteaindriu.ie>

I _____ confirm that the Code of Behaviour for the school is acceptable to me as the student's parent/guardian and I shall make all reasonable efforts to ensure compliance by the student if s/he secures a place in the school.

SECTION 4 – SPECIAL EDUCATIONAL NEEDS

Please indicate if your son/daughter has any special educational needs.

Yes No

If you have answered yes above, where possible, please attach a copy of any reports/assessments which can be used to support your child.

Please give a brief outline of your child's special educational needs below.

SECTION 5 – IRISH EXEMPTION

Please indicate if your son/daughter has an Irish exemption.

Yes No

If you have answered yes above, please attach a copy of the Certificate of Exemption (available from your primary school).

Certificate of Exemption Attached

SECTION 6 – ASD CLASS

*The ASD Class in Coláiste Aindriú teaches students who have Autism Spectrum Disorder.
Please ONLY complete if you are applying for the special class.*

Where the student is seeking a place in the special class, please provide details of the special educational needs of the student, including an Educational/Clinical Psychologist's report.

SECTION 7 – SELECTION CRITERIA FOR ADMISSION IN THE EVENT OF OVERSUBSCRIPTION

This information will assist in determining whether the student meets the admission requirements in accordance with the order of priority as set out in the applicable section of Part B of the Admission Policy for Coláiste Aindriú

A. Please confirm the student’s address for the purpose of determining whether s/he resides in the catchment area. Please note that recent proof of address will be required in support of this. (Only registered utility bills or bank statements dated within the last three months and in the name of the parent(s)/guardian(s) will be accepted.

Address:

B. Please provide details of the primary school attended by the student. .

School name:

School address:

IMPORTANT INFORMATION:

- You are required to submit recent proof of address - only registered utility bills or bank statements dated within the last three months and in the name of the parent(s)/guardian(s) will be accepted.
- All of the information that you provide in this application form is taken in good faith. If it is found that any of the information is incorrect, misleading or incomplete, the application may be rendered invalid.
- Please understand that it your responsibility to inform the school of any change in contact information or circumstances relating to this application.
- For information regarding how your data is processed by the school and KCETB, please see overleaf.
- Please sign below to demonstrate that you have read and understood this information.

(Parent/Guardian 1)

(Date)

(Parent/Guardian 2)

(Date)

(Student [where over 18])

(Date)

OFFICE USE ONLY

Date Application Received:

Checked by:

DATA PROTECTION

The Board of Management of Coláiste Aindriú is a committee of KCETB, Seville Lodge, Callan Road, Kilkenny which is a data controller under the General Data Protection Regulations and the Data Protection Acts 1988 - 2018.

The personal data supplied on this Application Form and the accompanying documentation sought is required for the purpose of:

- Verification of identity and date of birth;
- Verification and assessment of admission criteria;
- Allocation of teachers and resources to the school; and
- School administration,

all of which are tasks carried out pursuant to various statutory duties to which KCETB is subject.

Failure to provide the requested information may result in the application being deemed invalid and an offer of a place may not be made.

The personal data disclosed in this Application Form may be communicated internally within KCETB for the purpose of determining the applicability of the selection criteria and possibly with the patron or board of management of other schools in order to facilitate the efficient admission of students, pursuant to section 66(6) of the Education Act 1998 as inserted by section 9 of the (Admissions to Schools) Act 2018.

The personal data provided in this Application Form will be kept for 7 years from the date on which the student turns 18 years of age.

Any person who provides personal data through this Application Form has a right to request access to that data. S/he also has a right to request the changing of any information if it is factually incorrect. A request for erasure of the data can also be made by or on behalf of the data subject but this will only be acceded to where the data is no longer necessary for the purpose for which it was collected and where KCETB does not have a legal basis for retaining it.

If you as a data subject have any complaints regarding the processing of your personal data, you have the right to lodge a complaint with the Data Protection Commission.