

Application for Admission to School Year 2025 – 2026



Telephone: 01 8245491
Email: principal@stvincentsspecialschool.ie

Please note that this form is for application purposes only.
The information provided will be used to allocate available places in accordance with the School's Admission Policy/Annual Admission Notice available on www.stvincentsspecialschool.ie
Please complete ALL sections of the form.

General Information on Child

| | | | |
|------------------------|----------------------|----------------------|----------------------|
| First Name: | | Surname: | |
| PPS Number: | | DOB: | Gender: |
| Home Address: | | | |
| Eircode: | | | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Child's Current School | | Current Class | |
| <input type="text"/> | | <input type="text"/> | |

General Information on Parent(s)/Guardian(s)

| | | | |
|--------------------------------------|--|--------------------------------------|--|
| Parent/Guardian 1 | | Parent/Guardian 2 | |
| Name: | | Name: | |
| Address (if different from child's): | | Address (if different from child's): | |
| Mobile No: | | Mobile No: | |

This Application **MUST** be accompanied by the following:

1. A **copy** of your child's birth certificate.
2. Additional documentation to confirm residence *within our catchment area*. You are required to submit recent proof of address (**copies** will suffice) - only registered utility bills or official correspondence from a Government department dated within the last three months and in the name of the parent(s)/guardian(s) will be accepted.
3. A recent psychological assessment report confirming a primary diagnosis of a Moderate General Learning Disability with a recommendation that the child requires a placement in a Special School setting.

Declaration:

I/We being the Parent(s)/Guardian(s) of the applicant do hereby confirm that the above information is true and accurate and I/we consent to its use as described.

Parent/Guardian's Signature 1:

Parent/Guardian's Signature 2:

Date:

Date:

Office Use only:

| | | | | | | |
|----------------------|---|---|---|---|---|---|
| *Date | D | D | M | M | Y | Y |
| Application Received | | | | | | |

Data Privacy Statement

The information provided on this form will be used by St Vincent's Special School to apply the selection criteria for enrolment and to allocate school places in accordance with the School's Admission Policy and the School's Annual Admission Notice.

Where a pupil is admitted to the school, the information will be retained on the pupil's file.

On acceptance of an offer of admission, this information will be entered in the School Administration System ALADDIN and will be uploaded to the Primary Online Database. The Primary Online Database (POD) is a nationwide individualised database of primary school pupils, hosted by the Department of Education and Skills.

In the event of oversubscription, a waiting list of students whose applications for admission to St Vincent's Special School were unsuccessful due to the school being oversubscribed will be compiled, and will remain valid for the school year in which admission is being sought (see Section 16 of the School Admission Policy).

Where a child's name is placed on a waiting list, and the child is not admitted to the school, the information provided on this form will be retained for the duration of the school year and will be securely destroyed thereafter.

Section 66(6) of the Education (Admission to Schools) Act 2018 allows for the sharing of certain information between schools in order to facilitate the efficient admission of students. The information which may be provided to a patron or another Board of Management for this purpose may include all or any of the following:

- (i) the date on which an application for admission was received by the school;
- (ii) the date on which an offer of admission was made by the school;
- (iii) the date on which an offer of admission was accepted by an applicant;
- (iv) a student's personal details including his or her name, address, date of birth and personal public service number (within the meaning of section 262 of the Social Welfare Consolidation Act 2005).