



Patrician Presentation Secondary School



Fethard, Co. Tipperary
Email: fethardpss@gmail .com

Telephone: (052) 6131572

Fax: (052) 6132939

"Our mission is to encourage all pupils to reach their potential in a caring and Christian environment"

Admissions Policy 12/9/2016

Patrician Presentation Secondary School is a co-ed Catholic Voluntary Secondary School under the patronage of the Le Chéile Schools Trust. The school subscribes to the vision and values of the Le Cheile Charter. For further information on the Le Cheile Charter see <http://www.lecheiletrust.ie/>

Characteristic Spirit

The characteristic spirit of our school is based on the vision and values of the Le Chéile Charter, which itself draws on the charisms and traditions of the different congregations that comprise the Le Chéile Schools Trust.

In a spirit of creative fidelity to the founder of the Patrician Brothers and Presentation Sisters Bishop Delaney and Nano Nagle and to the founding generations of Brothers and Sisters, we seek to address, through education, some of the needs of young people in Ireland today.

In our commitment to continue in the ministry of education, we find our primary inspiration in the life and in the teachings of Jesus Christ.

We place a high priority on the development of the religious faith of our students and we see the integration of both life and faith as our ideal.

In the School Community, where we work, we seek to develop a view of reality which is firmly based on the values of the Gospel. Accordingly, our policies and practices reflect the Christian values of concern and justice.

We are a learning community which values and respects all students equally. We recognise that each student is unique and has different gifts as well as needs. We are committed to providing an ordered learning environment which encourages all students to strive to realise their full potential.

Patrician Presentation Secondary School consistently strives for excellence and continues in confidence to build upon a proud history of providing quality Catholic education for its students.

We value highly a close working rapport with the many partners; the teaching and ancillary staffs, the parents/guardians and the leaders of the local Churches who share our commitment to education as a liberating and empowering experience in the lives of young people.

Our characteristic spirit is underpinned by a philosophy of education that has at its centre the unique dignity of the human person as a child of God. The school sees the interaction of people from different backgrounds and the inclusive nature of the school as a gift that will enrich the community of the school and promote the growth and learning of all. Therefore, the school values each student and their family. It welcomes, and is sensitive to each individual, seeking to respond to their individual needs through:

The Curriculum: The school provides a comprehensive curriculum that has breadth, depth and academic rigour. It facilitates and supports the students' search for truth and meaning. It encourages them to strive for excellence in all areas of human growth. It provides a range of learning opportunities including curricular, co-curricular and extra-curricular activities that helps them to explore their talents and to achieve their potential. It prepares them for active participation in society and for living fully in all areas of life including the world of work. It encourages them to take increasing responsibility for their own learning and decision-making.

Student Care: The school seeks to support and challenge its students so that they can make the most of their time in school. Through its Student Care System, it aims to help them to become integrated self-reliant people who respect all that is good in themselves, in each person and in life. It provides programmes of language support, help with study, and guidance counselling where necessary. It develops links with family, seeking to work in partnership with parents and guardians.

Faith Development:

The Education Act stipulates: 'A recognised school shall . . . promote the moral, spiritual, social and personal development of students . . . having regard to the characteristic spirit of the school.' (Education Act S. 9(d)).

This school has a special commitment to the development of the spiritual dimension of the lives of its members. To this end, Faith Formation and the Religious Education programme play a key role.

- The ideal is that students follow the State programme in Religious Education which is suitable for students of all faiths and those of no faith.
- If a student or parents/guardians have a conscientious objection to specific elements of the Religion Programme, the school, following discussions with parents/guardians, will allow the student to go to a supervised setting if such is available or to sit at the back of the Religion class. In keeping with the school's commitment to the holistic development of all students, the student will be expected to study a religious or philosophical text during this period.

- Optional enrichment modules for different denominations and faiths may be provided.
- The school celebrates the major Christian feasts, and the major feasts of other faiths can be acknowledged and celebrated in an appropriate way.

It is hoped that the gospel values inherent in the culture of the school will be internalised in the values, attitudes and behaviours of all members of the school community, and will find expression in their respect and care for one another.

The school is open to, and welcomes all who share this vision and wish to benefit from it.

Admissions Statement

Patrician Presentation Secondary School shall not discriminate in its admission of a student to the school on the grounds of civil status, family status, sexual orientation, religion, disability, race, membership of the Traveller community or in respect of the student concerned having special educational needs.

As Patrician Presentation Secondary School is a Co-Educational school, it will make equal provision for both male and female students. In the circumstances where a student transitions from female to male or male to female, the school will discuss with the student and his/her parents the most appropriate way to respond to the needs of the student, within the resources available to the school and in the context of inclusiveness and respect for the unique dignity of the student as a child of God.

Operating Context

Patrician Presentation Secondary School is a co-educational, grant-aided, Voluntary Catholic Secondary School under the trusteeship of Le Cheile and the management of a Board of Management representing trustees, parents and teachers.

Within the context and parameters of Department of Education & Skills rules and regulations, the rights of the Patron as set out in the Education Act, the Religious and Educational Philosophy of the Patrician Brothers, the availability of funding and resources, the school supports the principles of inclusiveness, equality of access, and participation in the school, parental choice in relation to admission and respect for diversity of traditions, values, beliefs, languages and ways of life in society.

The Board of Management must comply with DES guidelines in relation to staffing provisions, accommodation and the health and welfare of children, which also affect the number of new admissions that the School may admit in any one year.

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

Structure of the Board of Management:

There are four nominees of the Patron – one of whom acts as Chairperson. There are two parent nominees and a further two nominees from the Teaching Staff. The Principal acts as the Secretary to the Board but is not a member of the Board.

Finance

The financial and teaching resources of the school are provided through a combination of Department of Education & Skills grants and teacher allocations, voluntary contributions and fund raising. The implementation of the school plan and school policy must have due regard to resources and funding available. The school operates within the regulations laid down from time to time by the Department of Education & Skills, and the school follows the curricular programmes prescribed by the Department of Education & Skills, which may be amended from time to time in accordance with Section 9 and 30 of the Education Act 1998.

Code of Behaviour/ School Policy

Admission is subject to the acceptance of the School's Code of Behaviour and all other school policies and including any future amendments to same. These are available on school website fethardsecondaryschool.ie. The signed acceptance of these policies on the application form (see appendix 1.) is formal acceptance of school policy. These codes and policies are reviewed regularly and may be subject to change.

Students eligible for admission to First Year

Aside from information requested on the application form, parents should provide any other relevant information e.g. details of medical conditions, any disabilities or special educational needs, previous schools attended etc. Decisions made in relation to admissions are made by the Board of Management in accordance with school policy. In making such decisions the Board will have regard for relevant Department of Education & Skills provisions re. class size, staffing provisions, accommodation and the health and welfare of the children. To fulfil the Department of Education & Skills rules, all secondary school students must be aged twelve (12) on 1st January in the calendar year following the child's entry into First Year and a birth certificate will be required.

Note: An Entrance Assessment will be given to all students enrolled as a means to assess student needs for the coming year.

Allocation of first year places:

Allocation Process:

The annual intake of students is determined by the Board of Management each year". This will be decided on/by November 2016

Application forms for entry in September 2017 will be available from the school office
From 28/11/2016

An Open night will take place in the school on 28/11/2016

Application forms should be returned to the school office before 16/12/2016

Places will be allocated by 27/1/2017

You should contact the school if you have not heard from us within a week of this date.

Successful applicants will sit an assessment test in March 2017

Admissions Criteria

All applications must be received before or on the closing date for application. This date will be on the Enrolment Form, School Website, and Local Newspaper. Any enrolment received after this date will be put on the waiting list until all other applications are processed. If admissions exceeds the number of places available then the admissions criteria below will apply.

When dealing with Admissions where there are a limited number of places, the school in fulfilling its enrolment, will allocate the number of places available in the following manner.

- 1. Patrician Presentation Secondary School supports the family ethos within education by providing education services for the children of families who already have, a brother or sister of the applicant attending the school for his Post Primary education.*
- 2. Children of a current staff member.*
- 3. Patrician Presentation Secondary School endeavours to supply reasonable provision and accommodation for boys and girls within its own locality or demographic area(see appendix 2), including students with disability and special educational needs, in accordance with the resources provided by the DES and otherwise available to it.*

4. *Where the number of applications still exceeds the number of places available then the places will be allocated by a lottery System. The School shall run a lottery to determine the order in which same shall be filled. This lottery will be monitored by an independent external person.*

Administration charges/Voluntary Contribution

The school reserves the right to request payment of administration charges associated with admissions.

Students with Special Educational Needs

Students with Special Educational Needs

Patrician Presentation Secondary School welcomes applications from parents/guardians of students with special educational needs. The school will use the resources (finance and personnel) provided by the Department of Education and Skills to make reasonable provision and accommodation for students with disabilities or special educational needs and will ensure that these students are free to participate in the life of the school in so far as is reasonably practicable.

While recognising and fully supporting the rights of parents/guardians to have a school of their choice for their children, the school's ability to provide for students with particular educational needs is dependent on resources suitable to those needs being supplied by the Department of Education and Skills. Parents/guardians are encouraged to make the Board of Management aware of any special needs as early as possible, as it may take some time for the Department to process applications for the resources needed. In order to determine the specific resources, facilities and learning support required, the Board will request a copy of the student's medical and/or psychological report. Where such a report is not available, the Board will request an immediate assessment. The purpose of the assessment report is to assist the school in establishing the educational needs of the student relative to their special needs and to profile the support services required.

Following receipt of the report, the Board will assess how the school can meet the needs of the student as specified in the report. The school will also request information from the student's primary school** with regard to such matters as learning support and/or resource hours. Where the Board deems that further resources are required, it will, prior to the student commencing to attend the school, request the Department of Education and Skills to provide the resources necessary to meet the needs of the student as outlined in the psychological or medical report.

A representative of the Board will meet with the parents/guardians of the student to discuss the student's needs and the school's capacity to meet them. It may be necessary for the Board to postpone the attendance of a student at the school, pending the receipt of an assessment report, and/or the provision of appropriate resources by the Department of Education and Skills to meet the needs specified in the psychological or medical report.

The school commits itself to working closely with the Special Education Needs Organiser (SENO) to ensure that students with special needs are given every assistance possible, subject to available resources, to achieve their educational potential.

Transfer of Students from other schools

Patrician Presentation Secondary School will make every reasonable effort to facilitate a student seeking transfer to the school from another post-primary school or seeking to be admitted during the academic year whether from another Irish school or from abroad. The parents/guardians must apply in writing.

If there is no place available in the year group for which a place is required, then the parents/guardians will be so informed and their child will be refused admission within 21 days of receipt of their written application. The parents/guardians can appeal this decision in accordance with the appeal process set out in this document.

If there is a place available in the year group the parents/guardians may be interviewed by the Principal who may be accompanied by the Deputy Principal or a member of the teaching staff. The parents/guardians must make full disclosure of the circumstances leading to the application to transfer to Patrician Presentation Secondary School and must give written authorisation to their child's previous school to provide full information on the student's record to-date. The views of the Educational Welfare Officer on the desirability or otherwise of the transfer may be sought.

The reason for the proposed transfer will be discussed with the parents/guardians and the student, as appropriate.

Transfer to the school shall be on the basis that it would be in the best interests of the student concerned, given curricular provision, subject choices, facilities available at the time and any other relevant factors affecting the educational benefits to the applicant and the likely impact on students already in the school.

In some circumstances it may be decided to defer admission until the beginning of the next academic year rather than immediately. The parents/guardians can appeal this decision in accordance with the appeal process set out in this document..

A decision about the transfer of the student to this school will be conveyed to the parents/guardians within 21 days of the interview referred to above on condition that all the required data has been received by the Principal.

The Board of Management reserves the right to refuse transfer into the school as set out later in this document under the heading: Right of Board of Management to refuse an application for Admission. The parents/guardians can appeal this decision in accordance with the appeal process set out in this document.

Board of Management's right to refuse admission

The Board of Management reserves the right to refuse an application for enrolment in exceptional circumstances subject to the terms of the Educational Welfare Act.

Appeals

The final decision with regard to the enrolment of students in Patrician Presentation Secondary School and with regard to all matters covered by this Admission Policy lies with the Board of Management.

Parents/Guardians whose son/ daughter has not been allocated a place in the school may appeal this decision in the first instance to the Board of Management and subsequently, if necessary, to the Department of Education and Skills, under Section 29 of the Education Act (1998). The appeal can be made to the Department without appealing to the Board of Management.

The appeal to the Department of Education and Skills must be made within 42 calendar days from the date that the decision of the Board of Management was notified to the parents/guardians. The Appeals Application Form can be downloaded from the website: www.education.ie or obtained from the school office.

Review of Admissions Policy

The schools admissions Policy will be reviewed regularly. Next review Sept 2017

Ratification by the Board of Management

Date . 12/9/2016

Agreed by the Le Chéile Schools Trust on 10/10/2016

Signed: _____ Date; ___/___/2016

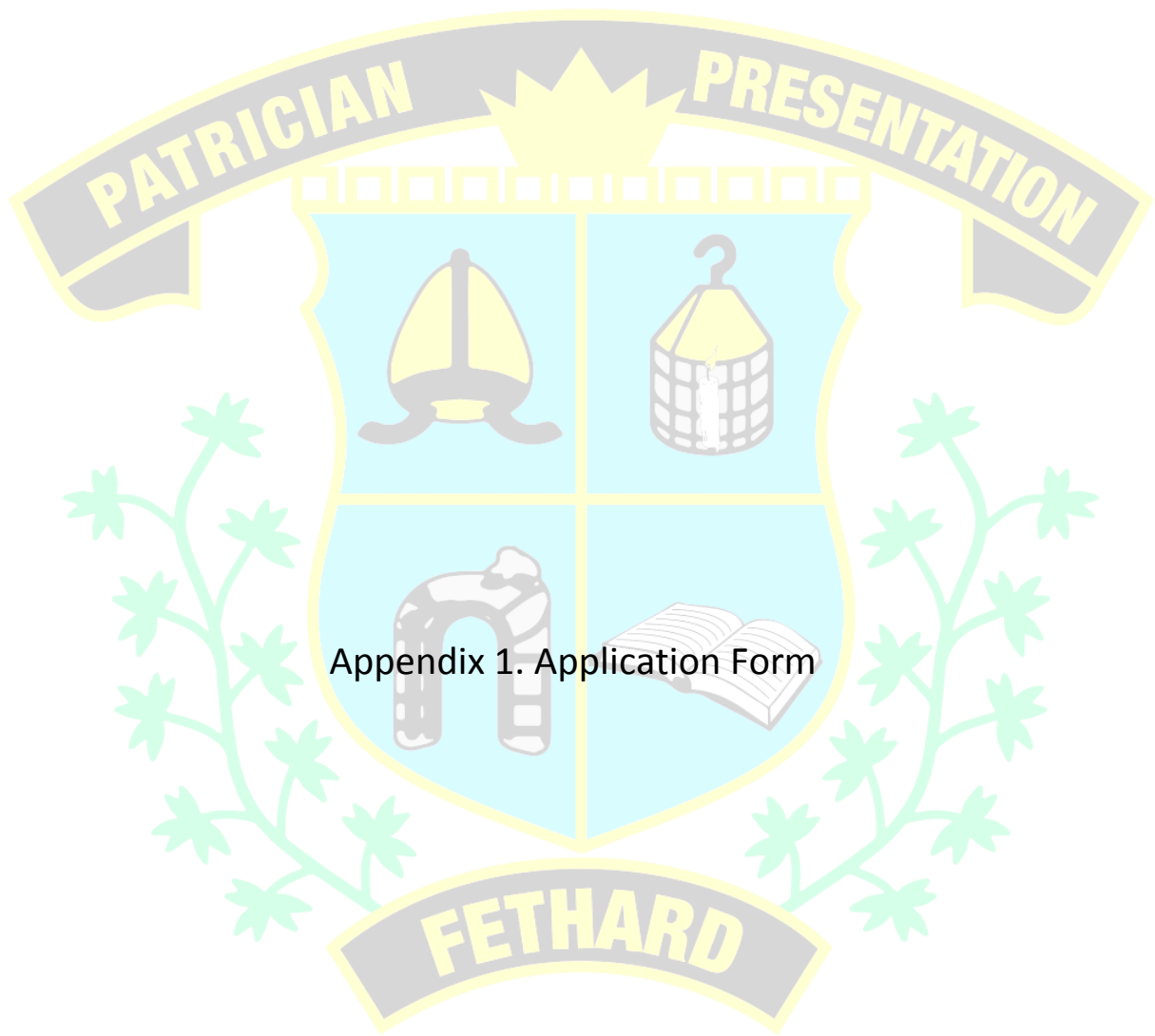
Br. Mathew Hayes

Chairperson Board of Management

Signed: _____ Date; ___/___/2016

Michael O' Sullivan

Secretary Board of Management



Appendix 1. Application Form



Patrician Presentation Secondary School



Fethard, Co. Tipperary
Email: ppsadmin@gmail .com

Telephone: (052) 6131572
Fax: (052) 6132939

"Our mission is to encourage all pupils to reach their potential in a caring and Christian environment"

Pupil's Name _____ PPS No. _____

Address _____

Date of Birth ____/____/____.

Home Phone No. _____ Emergency Contact Phone No. _____

(It is essential that you give the school an emergency contact phone no.)

Parents Name _____ phone No. _____

Parents Name _____ phone No. _____

Mother's Maiden name _____

Name and address of last school attended _____

Number of children in family _____ Position in Family _____

Name of other children attending this school _____

I have been made aware of and accept the schools 'Code of Conduct' and other policies available at fethardsecondaryschool.ie

PLEASE NOTE... IT IS THE RESPONSIBILITY OF THE PARENT/ GUARDIANS TO INFORM THE SCHOOL OF ANY CHANGES TO ABOVE INFORMATION.

Signatures of parents/ guardians

First Year classes are of Mixed ability. A uniform is worn in the school

Closing Date for applications Friday 16th Dec 2016

Appendix 2. Demographic Area

The demographic area is with regard to attendance in Patrician Presentation Secondary School feeder schools. These feeder schools are as listed below.

Holy Trinity Fethard.

Killusty N.S

Clerihan N.S

Moyglass N.S

Lisronagh N.S

Killurney N.S

Cloneen N.S

Drangan N.S

Powerstown N.S

