



Admission policy

Admission Policy of St Joseph's Patrician College.

School Address: Nuns' Island, Galway

Roll number: 62960H

School Patron: Le Chéile Schools Trust clg

This policy is in keeping with the Child Protection Procedures as adopted by the Board of Management. Teachers are reminded that they are mandated persons and must be familiar with their obligations with reference to the child first: National Guidance for Protection and Welfare of Children 2017 and the Children First Act 2015

1. Introduction

This Admission Policy complies with the requirements of the Education Act 1998, the Education (Admission to Schools) Act 2018 and the Equal Status Act 2000. In drafting this policy, the board of management of the school has consulted with school staff, the school patron and with parents of children attending the school.

The policy was approved by the Board of Management on the 20th May 2024 and was approved by Le Cheile, in June 2024. It is published on the school's website (www.bish.ie) and will be made available in hardcopy, on request from the school office, to any person who requests it.

The relevant dates and timelines for St. Joseph's Patrician College admission process are set out in the school's annual admission notice which is published annually on the school's website at least one week before the commencement of the admission process for the school year concerned.

This policy must be read in conjunction with the annual admission notice for the school year concerned.

The application form for admission is published on the school's website and will be made available in hardcopy on request to any person who requests it.

2. Characteristic spirit and general objectives of the school

St. Joseph's Patrician College is a Catholic all boys voluntary secondary school with a Catholic ethos under the trusteeship of Le Chéile Schools Trust.

The purpose of our Le Chéile / Patrician Brothers school is to provide an education that acknowledges and affirms the dignity and uniqueness of every human being as a

child of God - "The glory of God is humanity fully alive" (St Irenaeus). It embraces the intellectual, physical, cultural, emotional, social, moral and spiritual growth of each student.

Our school seeks to build a learning community that welcomes, and witnesses to, the Gospel values of Jesus Christ, expressed through the lens of the Le Chéile Charter. The school draws on the richness of the religious and cultural heritage of the past and the charism of the *founder Br Daniel Delany of the Patrician Brothers* who began this school.

Our school is committed to creating a place of inclusivity, equality and openness, where people can live with and be taught by one another, however diverse our experiences might be. It does not discriminate on religious grounds and is open to students from diverse backgrounds. It offers educational opportunities which promote excellence so that students can respond responsibly to their own lives, the lives of others and the earth, which is our home.

As a Catholic school, Religious Education is central to our curriculum. Alongside Religious Education the school supports students in their Catholic religious formation. All students' spiritual growth is enhanced through areas such as nature, art, poetry and music. The spiritual life of students can also be deepened through prayer and ritual.

In accordance with S.15 (2) (b) of the Education Act, 1998 the Board of Management of St. Joseph's Patrician College shall uphold, and be accountable to the patron for so upholding, the characteristic spirit of the school as determined by the cultural, educational, moral, religious, social, linguistic and spiritual values and traditions which inform and are characteristic of the objectives and conduct of the school

The general objectives of all Le Chéile schools include:-

Welcome recognises the unique dignity and worth of each person.

Wisdom is the pursuit of a greater understanding and appreciation of the world.

Witness comes from the expression of Gospel values, in everyday life, and recognises that every person is made in the image and likeness of God.

Mission Statement - St. Joseph's Patrician College Nuns' Island Galway

St. Joseph's Patrician College is a secondary school for male students only. Our mission is to create a safe learning environment where Catholic values are promoted and where each student is helped to reach his full potential and to qualify for the career of his choice.

Our Ethos is grounded on the Christian ideal of the dignity of the human person and the requirement of each person to love God and serve others, as expressed in our school motto –'Pro Deo et Patria' ('For God and Country'). With the help of all our

partners – students, parents, teachers, management and trustees – we aspire to create a learning environment which will encourage all to develop the whole person, to be inclusive, fair and balanced, to value truth, honesty, integrity and courage, to have compassion and self-discipline, to appreciate and develop their own unique talents, to recognise and address their own learning needs, to foster respect for other cultures, to enhance each other's sense of dignity and self-worth, to take on responsibilities and to work within a team, to be generous in spirit within the school and the community, to uphold the school's traditions of unity, scholarship and sporting excellence, to nurture a religious faith that integrates with ones daily life, to examine contemporary culture and values

In the light of Christian beliefs, to respect the spiritual, cultural, learning and democratic heritage of our country, to view ones career in life as a service to others and a means of self-fulfilment.

Our aim is to provide a quality of education to each student that will help them to attain the academic standard necessary to embark on the career of their choice, in accordance with the policies and regulations of the Department of Education and Science. To combine the best of traditional and modern educational theory and developments in creating a learning environment which facilitates the intellectual and creative development of each student. To respond to the moral and spiritual development needs of students. To provide for the physical, emotional, social and personal development needs of all students by promoting and facilitating, on an inclusive basis, a wide range of sporting, cultural and other activities within the school, compatible with the resources of the school. To enrich the educational experience of students, as well as their future career development prospects, by establishing liaison procedures with other schools, with third level educational institutions and with other appropriate organisations in the social, cultural, economic and religious environment in which the school operates. To encourage the development of the Irish language, literature and music among students, staff and parents. To recognise that an effective student learning environment can only be created if the personal development needs of management, teachers and staff are also benefiting from such a learning environment. To promote a partnership between our students, parents, teachers, management, trustees and the Department of Education in order to ensure the physical well-being of all students and staff in achieving these aims, in the management of the school and in planning its future development. To develop the organisational structures, the information management systems and the liaison procedures necessary to achieve the aims of the school, to evaluate the effectiveness of the school and to provide for the forward planning of the school. To broaden the minds of our students and to increase their understanding and respect for other cultures by organising inter-cultural activities, student exchanges with other countries and sporting and cultural visits abroad.

3. Admission Statement

St. Joseph's Patrician College will not discriminate in its admission of a student to the school on any of the following:

- (a) the gender ground of the student or the applicant in respect of the student concerned,

- (b) the civil status ground of the student or the applicant in respect of the student concerned,
- (c) the family status ground of the student or the applicant in respect of the student concerned,
- (d) the sexual orientation ground of the student or the applicant in respect of the student concerned,
- (e) the religion ground of the student or the applicant in respect of the student concerned,
- (f) the disability ground of the student or the applicant in respect of the student concerned,
- (g) the ground of race of the student or the applicant in respect of the student concerned,
- (h) the Traveller community ground of the student or the applicant in respect of the student concerned, or
- (i) the ground that the student or the applicant in respect of the student concerned has special educational needs

As per section 61(3) of the Education Act 1998, 'civil status ground', 'disability ground', 'discriminate', 'family status ground', 'gender ground', 'ground of race', 'religion ground', 'sexual orientation ground' and 'Traveller community ground' shall be construed in accordance with section 3 of the Equal Status Act 2000.

Single gender schools

St. Joseph's Patrician College is an all-boys school and does not discriminate where it refuses to admit a girl applying for admission to this school.

Post-primary denominational schools

St. Joseph's Patrician College is a school whose objective is to provide education in an environment which promotes certain religious values and does not discriminate where it admits a student of Catholic Religious Denomination in preference to others.

Schools with special education class(es)

St. Joseph's Patrician College is a school which has established a class, with the approval of the Minister for Education and Skills, which provides an education exclusively for students with a category or categories of special educational needs specified by the Minister and may refuse to admit to the class a student who does not have the category of needs specified. (Autism/Autistic Spectrum Disorders)

4. Categories of Special Educational Needs catered for in the school/special class

- St. Joseph's Patrician College with the approval of the Minister for Education and Skills, has established two classes to provide an education exclusively for students with Autism/Autistic Spectrum Disorders. *St Joseph's Patrician College welcomes applications from parent(s)/ guardian(s) of students with special educational needs. Please be aware that there are only a limited number of places available in the special class.*

These places may be filled by current school students. In the event the special class is oversubscribed the school will use the selection criteria as outlined in Section 6 of this document.

5. Admission of Students

This school shall admit each student seeking admission except where –

- a) the school is oversubscribed (please see [section 6](#) below for further details)
- b) a parent of a student, when required by the principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the Code of Responsibility and Behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student

A school that admits students of one gender only

St. Joseph's Patrician College provides education exclusively for boys and may refuse to admit as a student a person who is not of the gender provided for by this school.

All denominational schools

St. Joseph's Patrician College is a Catholic all boys school and may refuse to admit as a student a person who is not of Catholic denomination where it is proved that the refusal is essential to maintain the ethos of the school.

School with special education class(es)

The special class attached to St. Joseph's Patrician College provides an education exclusively for students with Autism/Autistic Spectrum Disorders and the school may refuse admission to this class, where the student concerned does not have the specified category of special educational needs provided for in this class.

6. Oversubscription (this section must be completed by all schools including schools that do not anticipate being oversubscribed)

In the event that the school is oversubscribed, the school will, when deciding on applications for admission, apply the following selection criteria in the order listed below to those applications that are received within the timeline for receipt of applications as set out in the school's annual admission notice:

Selection criteria. (For School Year 2025-2026) (for students entering in to 1st Year in September 2025 only.)

- (1) Brothers of Present or past students (who completed their second level education in St Joseph's Patrician College)
- (2) Sons of members of the school staff.
- (3)

(3.1). Sons of former students who completed the Leaving Certificate Programme in the school. Up to a maximum of 25% of the total number of available places. (*In the event that this selection criteria is over-subscribed, a separate lottery will take place for all applicants in the sub category 3.1. Where a place has been offered to an applicant in Category 3.1 and is not accepted the place will then be offered to the next person in this category. Unsuccessful candidates in this Criteria will also be included in the main lottery.*)

(3.2) Grandsons or nephews of teaching staff (Presently employed or retired).

(4) Students transferring from sixth class in Primary Schools listed in Appendix 1.

(5) All other eligible applicants.

It should also be noted that the following conditions are set down in the "*Rules and Programmes for Secondary Schools*", regarding the criteria for the recognition of pupils at second level.

"A recognised pupil means a pupil:

- 1. who is not less than 12 years of age on the 1st day of January of the school year they enter second level school. (Applicants must be 12 years of age on or before Jan 1st in their first year in second level school.)*
- 2. who, as a rule, has completed a full course of primary education and*
- 3. who is following an approved course.*

If any part of the criteria for entry to post-primary school is not met, e.g. that a full 8 year primary cycle is not completed, the matter may be referred to the Inspectorate for investigation and recommendation. Issues which would be considered by the Inspectorate would include the age of the pupil, the circumstances on which the decision was made to allow the pupil to skip a class out of sequence at primary level and the social development of the pupil.

In the event that there are two or more students tied for a place or places in any of the selection criteria categories above (the number of applicants exceeds the number of remaining places), the following arrangements will apply:

Lotteries, where necessary, will be conducted under the direction of the Board of Management, with any 3 of the following in attendance.

- Chairperson of Board.*
- Chairperson of Parents Council.*
- Principal.*
- Member of Garda Síochana.*

The Board of Management reserves the right to decide the number of places allocated in any one year based on the available resources. The BOM will decide the number of places for allocation at the April/ May BOM meeting.

7. What will not be considered or taken into account

In accordance with section 62(7)(e) of the Education Act, the school will not consider or take into account any of the following in deciding on applications for admission or when placing a student on a waiting list for admission to the school:

- (a) a student's prior attendance at a pre-school or pre-school service, including naíonraí,
- (b) the payment of fees or contributions (howsoever described) to the school
- (c) a student's academic ability, skills or aptitude;
(other than in relation to:
 - *admission to a special class insofar as it is necessary in order to ascertain whether or not the student has the category of special educational needs concerned.)*
- (d) the occupation, financial status, academic ability, skills or aptitude of a student's parents;
- (e) a requirement that a student, or his or her parents, attend an interview, open day or other meeting as a condition of admission;
- (f) a student's connection to the school by virtue of a member of his or her family attending or having previously attended the school;
(other than, in the case of the school wishing to include a selection criterion based on (1) siblings of a student attending or having attended the school and/or (2) parents or grandparents of a student having attended the school.

In relation to (2) parents and grandparents having attended, a school may only apply this criterion to a maximum of 25% of the available spaces as set out in the school's annual admission notice).

- (g) the date and time on which an application for admission was received by the school,
This is subject to the application being received at any time during the period specified for receiving applications set out in the annual admission notice of the school for the school year concerned.

St Joseph's Patrician College does not operate a waiting list based on date of application.

8. Decisions on applications

All decisions on applications for admission to St. Joseph's Patrician College will be based on the following:

- Our school's admission policy
- The school's annual admission notice (where applicable)

- The information provided by the applicant in the school's official application form received during the period specified in our annual admission notice for receiving applications

(Please see [section 14](#) below in relation to applications received outside of the admissions period and [section 15](#) below in relation to applications for places in years other than the intake group.)

Selection criteria that are not included in our school admission policy will not be used to make a decision on an application for a place in our school.

9. Notifying applicants of decisions

Applicants will be informed in writing as to the decision of the school, within the timeline outlined in the annual admissions notice.

If a student is not offered a place in our school, the reasons why they were not offered a place will be communicated in writing to the applicant, including, where applicable, details of the student's ranking against the selection criteria and details of the student's place on the waiting list for the school year concerned.

Applicants will be informed of the right to seek a review/right of appeal of the school's decision (see [section 18](#) below for further details).

10. Acceptance of an offer of a place by an applicant

In accepting an offer of admission from St. Joseph's Patrician College, you must indicate—

- (i) whether or not you have accepted an offer of admission for another school or schools. If you have accepted such an offer, you must also provide details of the offer or offers concerned and
- (ii) whether or not you have applied for and awaiting confirmation of an offer of admission from another school or schools, and if so, you must provide details of the other school or schools concerned.

Applicants should be aware that failure to disclose this information on the acceptance of a place may lead to an offer being withdrawn by the school.

11. Circumstances in which offers may not be made or may be withdrawn

An offer of admission may not be made or may be withdrawn by St. Joseph's Patrician College where—

- (i) it is established that information contained in the application is false or misleading.
- (ii) an applicant fails to confirm acceptance of an offer of admission on or before the date set out in the annual admission notice of the school.
- (iii) the parent of a student, when required by the principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the Code of Responsibility and Behaviour of the school is acceptable to

him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student; or

- (iv) an applicant has failed to comply with the requirements of 'acceptance of an offer' as set out in [section 10](#) above.

The board of management has a duty of care to ensure as far as practicable the health and safety of the students and staff of the school. In addition, the board of management is required under section 15(1) of the Education Act 1998 to provide, or cause to be provided, an appropriate education for each student at the school for which that board has responsibility.

An application for admission may be refused, therefore, where the admission of the applicant would pose a significant risk to the health and safety of the applicant or students and staff of the school, or risk significantly interfering with the right of other students to an appropriate education.

12. Sharing of Data with other schools

Applicants should be aware that section 66(6) of the Education (Admission to Schools) Act 2018 allows for the sharing of data between schools in order to facilitate the efficient admission of students. Section 66(6) allows a school to provide a patron or another board of management with a list of the students in relation to whom—

- (i) an application for admission to the school has been received,
- (ii) an offer of admission to the school has been made, or
- (iii) an offer of admission to the school has been accepted.

The list may include any or all 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).

13. Waiting list in the event of oversubscription

In the event of there being more applications to the school year concerned than places available, a waiting list of students whose applications for admission to St. Joseph's Patrician College 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.

Placement on the waiting list of St. Joseph's Patrician College is in the order of priority assigned to the students' applications after the school has applied the selection criteria in accordance with this admission policy.

Offers of any subsequent places that become available for and during the school year in relation to which admission is being sought will be made to those students on the waiting list, in accordance with the order of priority in relation to which the students have been placed on the list.

14. Late Applications

All applications for admission received after the closing date as outlined in the annual admission notice will be considered and decided upon in accordance with our school's admissions policy, the Education Admissions to School Act 2018 and any regulations made under that Act.

Late applicants will be notified of the decision in respect of their application not later than three weeks after the date on which the school received the application. Late applicants will be offered a place if there is a place available. In the event that there is no place available, the name of the applicant will be added to the waiting list.

15. Procedures for admission of students to a year group other than First Year and/or to any year group during the school year

These procedures will commence on June 1st 2024 and will be operational for each subsequent school year.

15.1 Where parents wish to make an application for their son to a year group other than First Year or during the school year, they should in the first instance fill in a School Transfer Application Form, this will also include a reference form to be completed by the applicant's current school Principal. (Only Application forms with Principal Appendix completed in full will be accepted.) An offer of a place can only be made if there is space in the year group for which the application is being made. A decision on whether a place can be offered (only if there is an available place) will be conveyed to the parents within 21 days of the initial application. Applications made for a place in Transition Year or Fifth Year in the forthcoming academic year will be deferred until the Principal has established the number of available spaces in each of these year groups, which will depend, in turn, on the number of existing Third Year students who progress to either year group. This will usually happen in June of each academic year. Such applications will be placed on a waiting list until the number of available places in the relevant year group has been established by the Principal.

Before accepting the offer of a place in the school the parents and their son may be invited to attend a meeting with the Principal and/or Deputy Principal to ascertain whether there is a place available in the particular subject classes required by their son. The fact that there may be a space in a year group would not automatically mean that there is a place available in a particular subject class at the level required by the student. This is because class size is limited in certain subjects. For this reason, parents and their son are strongly recommended to attend a meeting with the Principal and/or Deputy Principal to ensure that a transfer to the school would be in the best interests of their son given the curricular provision, subject choices/levels available at the time.

15.2 Acceptance of an offer of a place by an applicant to a year group other than First Year or during the school year:

The parents must confirm their acceptance in writing of an offer of a place within three weeks of the date of the offer of a place.

15.3 Circumstances in which offers of a place in a year group other than First Year or during the school year may not be made or may be withdrawn:

An offer of admission may not be made or may be withdrawn by St. Joseph's Patrician College Galway where—

- (i) it is established that information contained in the application is false or misleading;
- (ii) an applicant fails to confirm acceptance of an offer of admission within three weeks of the date of the offer of a place;
- (iii) the parent of a student, when required by the Principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the Code of Responsibility and Behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student;
- (iv) the admission of the applicant would pose a significant risk to the health and safety of the applicant or students and staff of the school, or risk significantly interfering with the right of other students to an appropriate education. The Board of Management has a duty of care to ensure as far as practicable the health and safety of the students and staff of the school. In addition, the Board of Management is required under section 15(1) of the Education Act 1998 to provide, or cause to be provided, an appropriate education for each student at the school for which that board has responsibility; or
- (v) the application is made for a place in Transition Year or Fifth Year in the forthcoming academic year **before** the Principal has established the number of available spaces in each of these year groups, which will depend on the number of existing Third Year students who progress to either year.

15.4 Oversubscription to the year group other than First Year:

In the event of there being more applications to the year group other than First Year than places available, a waiting list of students, whose application for admission to the particular year group has been refused, will be compiled and will remain valid for the school year in which admission is being sought. (The waiting list will commence on June 1st in advance of the academic year in question and conclude on the final day of term of that academic year (ie. The Friday before the June bank-holiday weekend.)

Placement on the waiting list will be in the order of priority assigned to the students' applications after the school has applied the selection criteria listed below:

15.4.1 Brothers of Present or past students (who completed their second level education in St Joseph's Patrician College)

15.4.2 Sons of members of the school staff.

15.4.3 Grandsons or nephews of teaching staff (Presently employed or retired).

15.4.4 All other eligible applicants.

It is important to note that places **can only be offered where there is availability in the year group for which the application is being made**

If / when a place becomes available, the following procedure will occur:

All valid applications will be assessed and allocated to a category 15.4.1, 15.4.2, 15.4.3 or 15.4.4 as listed above.

In the event that there are two or more students tied for a place or places in any of the selection criteria categories above (the number of applicants exceeds the number of remaining places), the following arrangements will apply:

Lotteries, where necessary, will be conducted under the direction of the Board of Management, with any 3 of the following in attendance.

- *Chairperson of Board.*
- *Chairperson of Parents Council.*
- *Principal.*
- *Member of Garda Síochana.*

Offers of any subsequent places in the year group other than First Year that become available during the school year will be made to those students on the waiting list, in accordance with the order of priority in relation to which the students have been placed on the list.

15.5 Sharing of Data with other schools:

Applicants should note that the provisions of [Section 12](#) above relating to the sharing of data with other schools will apply in all cases where an application is made to a year group other than First Year or during the school year.

Applicants should be aware that section 66(6) of the Education (Admission to Schools) Act 2018 allows for the sharing of data between schools in order to facilitate the efficient admission of students. Section 66(6) allows a school to provide a patron or another board of management with a list of the students in relation to whom—

- (i) an application for admission to the school has been received,
- (ii) an offer of admission to the school has been made, or
- (iii) an offer of admission to the school has been accepted.

The list may include any or all 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 name, address, date of birth and personal public service number (within the meaning of section 262 of the Social Welfare Consolidation Act 2005).

16. Declaration in relation to the non-charging of fees

The board of St. Joseph's Patrician College or any persons acting on its behalf shall not, except in accordance with section 64 of the Education (Admission to Schools) Act 2018, charge fees for or seek payment or contributions (howsoever described) as a condition of-

- (a) an application for admission of a student to the school, or
- (b) the admission or continued enrolment of a student in the school.

17. Arrangements regarding students not attending religious instruction

The process of religious education occurs through the RE programme offered by the school throughout the school year. Religious education is a core subject in all curricular programmes. Religious education classes are inclusive of all faiths and none-

A parent of a student, or a student who has reached the age of 18, who wishes to attend St. Joseph's Patrician College without attending religious education should make a written request to the Principal. These requests will be taken on a case by case basis and will require a meeting between a member of the senior management team and the parent and student. If the request to be excused is granted, the student will remain in the R.E. class but will work on a programme of moral and/or spiritual development as devised by the parents and approved by the school. These arrangements will not result in a reduction in the school day of such students:

18. Reviews/appeals

Review of decisions by the board of Management

The parent of the student, or in the case of a student who has reached the age of 18 years, the student, may request the board to review a decision to refuse admission. Such requests must be made in accordance with Section 29C of the Education Act 1998.

The timeline within which such a review must be requested and the other requirements applicable to such reviews are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

The board will conduct such reviews in accordance with the requirements of the procedures determined under Section 29B and with section 29C of the Education Act 1998.

Note: Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998.

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998.

Right of appeal

Under Section 29 of the Education Act 1998, the parent of the student, or in the case of a student who has reached the age of 18 years, the student, may appeal a decision of this school to refuse admission.

An appeal may be made under Section 29 (1)(c)(i) of the Education Act 1998 where the refusal to admit was due to the school being oversubscribed.

An appeal may be made under Section 29 (1)(c)(ii) of the Education Act 1998 where the refusal to admit was due a reason other than the school being oversubscribed.

Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the board of management **prior to making an appeal** under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)


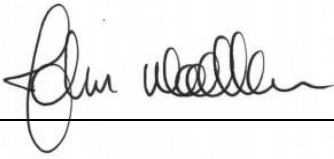
Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Appeals under Section 29 of the Education Act 1998 will be considered and determined by an independent appeals committee appointed by the Minister for Education and Skills.

The timeline within which such an appeal must be made and the other requirements applicable to such appeals are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

Policy Review:

This policy will be reviewed as necessary and particularly to comply with any relevant legislative changes.

This policy was ratified by the Board of Management	Date: 20th May 2024
Signed: Mr Kieran Kavanagh Chairperson of BOM	
Signed: Mr John Madden Secretary of BOM	
Date of next review: Spring 2025	

Appendix 1.

Primary Schools in the City and County of Galway.

Appendix 2

St. Joseph's Patrician College

ANNUAL ADMISSION NOTICE FOR 2025/26

Copies of the school's **Admission Policy** and the **Application Form for Admission** for the 2025/26 school year are available as follows: –

- To download at: **www.bish.ie**
- On request: By emailing **office@bish.ie** or
- writing to: Admissions Sept 2025, St Joseph's Patrician College, Nuns' Island, Galway. H91C3X5

1. Application and Decision Dates for admission to 1st Year for 2025/26

1.	The school will commence accepting applications for admission on	Tuesday 1st October 2024
2.	The school will cease accepting applications for admission on	Wednesday 23rd October 2024
3.	Applicants will be notified in writing of the decision on their application by	Wednesday 13th November 2024
4.	Applicants must confirm acceptance of an offer of admission by	Wednesday 4th December 2024

Failure by an applicant to accept an offer by **Wednesday 4th December, 2024** may result in the offer being withdrawn.

2. Application and Decision Dates for admission ASD Class for 2025/26.

(If the school has more than one class that caters for different categories of SEN, details of the numbers of places for each of the classes must be provided.)

1.	The school will commence accepting applications for admission to the special class on	Tuesday 1st October 2024
2.	The school shall cease accepting applications for admission to the special class on	Wednesday 23rd October 2024
3.	Applicants will be notified of the decision on their application for admission to the special class by	Wednesday 13th November 2024
4.	Applicants must confirm acceptance of an offer of admission by	Wednesday 4th December 2024

Failure by an applicant to accept an offer by **Wednesday 6th December 2024** may result in the offer being withdrawn.

3. Number of places being made available in the 2025/26 school year

The number of places being made available in 1 st year is Approved at BOM Meeting May 20th 2024	150
The number of residential places is (boarding schools only)	N/A
The number of non-residential places is (boarding schools only)	N/A
The number of places being made available in the two special classes catering for students with Autism/Autistic Spectrum Disorders is	1

4. Number of places in 1st year for the 2024/25 school year which were offered and accepted before 1 February 2020.

The number of places for 1 st year that were offered and accepted prior to the coming into operation of section 62 of the Education (Admission to Schools) Act 2018 on 1 February 2020 is	N/A
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5. Breakdown of applications in the previous year.

The total number of applications for admission received by the school for admission in 1st year in the 2023/24 school year was **379**.


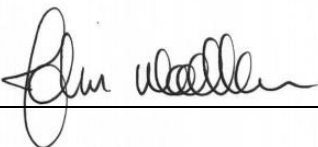
Breakdown of places allocated for 1st Year for the 2024/25 school year:	
Number of places available	125
Number of applications received	349
Offers made and accepted under each criteria	<p><u>Criteria 1</u> (Brothers of past present students): 40 <u>Criteria 2</u>: (Sons of Staff): 0 <u>Criteria 3.1</u>: (Sons, grandsons of former students): 25 <u>Criteria 3.2</u>: (Grandsons or nephews of teaching staff past or present):4 <u>Criteria 4</u>: (Students Transferring from 6th class in Primary Schools listed in Appendix 1): 56</p>
Number of names placed on waiting list for the school year concerned	66 (On 17 May 2024)

The total number of applications for admission received by the school for admission in the special class catering for students with [Autism/Autistic Spectrum Disorders] in the 2024/25 school year was **7**.

Breakdown of places allocated for Special Class for the 2024/25 school year:	
Number of places available	2
Number of applications received	7
Number of Offers made and accepted under each criteria	<u>Criteria 1: 1</u> <u>Criteria 2: 0</u> <u>Criteria 3: 0</u> <u>Criteria 4: 1</u>
Number of names placed on waiting list for the school year concerned	5

Policy Review:

This policy will be reviewed as necessary and particularly to comply with any relevant legislative changes.

This policy was ratified by the Board of Management	Date: 20 th May 2024
Signed: Mr Kieran Kavanagh Chairperson of BOM	
Signed: Mr John Madden Secretary of BOM	
Date of next review: Spring 2025	

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