



# Patrician Presentation Secondary School



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

## Admission Policy of Patrician Presentation Secondary School

Roll number: 65350S

School Patron: Le Chéile Schools Trust

### 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 school patron on the 16/09/2022. It is published on the school's website and will be made available in hardcopy, on request, to any person who requests it.

The relevant dates and timelines for Patrician Presentation Secondary School's 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

Patrician Presentation Secondary School is a Catholic co-educational voluntary secondary

school with a Catholic ethos under the trusteeship of Le Chéile Schools Trust.

The purpose of our Le Chéile / Patrician Presentation 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 Bishop Daniel Delany and Nano Nagle the founders of the Patrician Brothers and the Presentation Sisters respectively, 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 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 faith formation. Students' spiritual growth is enhanced by the student own experiences of life within our school community, and it 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 Patrician Presentation Secondary School 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.

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

We place a high priority on the development of the religious faith of our students. 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.

### **3. Admission Statement**

Patrician Presentation Secondary School 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.

#### **Post-primary denominational schools**

Patrician Presentation Secondary School 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 the Catholic Faith in preference to others.

#### **All denominational schools**

Patrician Presentation Secondary School is a school whose objective is to provide education in an environment which promotes certain religious values and does not discriminate where it refuses to admit as a student a person who is not Catholic and it is proved that the refusal is essential to maintain the ethos of the school.

### **4.1 Admissions Provision for the Special Class**

Patrician Presentation has been sanctioned 1 special class by the NCSE, established to cater for students with special educational needs of students with Autistic Spectrum Disorders (ASD), with a maximum enrolment of 6 students.

Only applications in respect of students whose needs fall within the category of special educational needs provided for the Special Class will be considered. In this respect, the school requires that such needs of the student be verified in a relevant report which has been prepared within the twelve months immediately preceding the students application to the Special Class.

Where the Special Class at Patrician Presentation is not oversubscribed, all students whose needs fall within the category of Special Educational needs provided for by the Special Class will be offered a place in the special class, subject to section 5 part (a) and (b).

#### 4.1.1 Oversubscription

There are 48 places available for first year 2024/25. When the number of applications exceeds the number of places available, the published selection criteria as set out at section 4.1. 2 below will apply and a waiting list shall be compiled which shall remain valid for the school year in respect of which the applications are made. Where Patrician Presentation is in a position to offer further school places that become available for and during the school year, places will be offered in accordance with the order of priority in which Students have been placed on the waiting list.

#### 4.1.2

Applications to the Special Class will only be considered if the Student's needs fall within the specified category of special educational needs provided for by this class. Subject to this requirement, in the event of oversubscription, the following criteria for admission to the Special Class will apply:

4.1.2.1 If the Student resides in the catchment area;

4.1.2.2 If the Student has siblings currently enrolled in the school;

4.1.2.3 Whether the Student attended feeder primary schools listed above;

#### 4.1.3 Selection process:

Patrician Presentation will apply the selection process as follows:

Having met the criteria for admission to the Special Class, applications are considered against the published selection criteria. Places will be offered in the first instance to those who meet the first criterion. Subsequently, where the school still has places available the remaining Applicants are considered against the second criterion and those Applicants who meet this criterion will be offered a place within the school. This process is continuously carried out until all available places have been offered and accepted.

Where two or more applications are tied in the foregoing selection process, Patrician Presentation

will apply a random lottery to assign any available places in the school, or on the

waiting list, to those applications.

#### 4.1.4 Late applications:

An application received by Patrician Presentation after the closing date published by Patrician Presentation and set out in the Admission Notice, is considered a late application for the purposes of this Admission Policy.

Where Patrician Presentation is oversubscribed and receives a late application for admission, same will receive a place on the waiting list beneath Applicants whose applications were received by Patrician Presentation before the closing date for applications. Such applications will be placed on the waiting list in accordance with the date and time they were received by Patrician Presentation and subsequently Patrician Presentation's selection criteria will be applied in accordance with this Policy.

Where Patrician Presentation is not oversubscribed and it receives a late application, the Student seeking admission will receive an offer of a place within Patrician Presentation, subject to section 5 part (a) and (b) and the same process as applies to Applicants whose applications were received before the closing date will be operated i.e. an Acceptance Form will be issued to the Applicant for completion and return to the school within 2 weeks of issue.

#### 4.1.5 Second/third-round offers of a place

Where a Student is in receipt of an offer of a place within Patrician Presentation but does not accept the offer, or fails to accept within the specified time period, or the school withdraws the offer in line with the relevant provisions of this Policy, the place will be offered to the next Student on the waiting list in a second-round of offers. This process will continue throughout third and fourth rounds etc. until all places within the school have been filled.

#### 4.1.6 Acceptance of a place:

If the Student in respect of whom the application is made is offered a place, the Applicant will be issued with an Acceptance Form by the school.

The Applicant shall indicate acceptance of an offer by fully completing and returning the Acceptance Form by the date set out in the School Admission Notice, or within 2 weeks of

issuing by the school if it is a late application or if it is a second/third-round offer. This includes indicating whether or not s/he has applied for and is awaiting confirmation of an offer of admission from another school.

Failure to fully complete and return the Acceptance Form to the school by the date set out in the School Admission Notice, or within 2 weeks of issuing by the school if it is a late application or if it is a second/third-round offer, may result in withdrawal of an offer, in line with the grounds for refusal as set out below.

#### 4.1.7 Refusal:

Where a Student in respect of whom an application is being sought has not been offered a school place, the Applicant will be provided in writing with:

4.1.7.1 The reasons that the Student was not offered a place at Patrician Presentation Secondary School

4.1.7.2 Details of the Student's ranking against the published selection criteria,

4.1.7.3 Details of the Student's place on the waiting list, if applicable, and

4.1.7.4 Details of the Applicant's right to appeal the decision

An offer of admission may be withdrawn where:

4.1.7.5 The information contained in the application is false or misleading in a material respect, or

4.1.7.6 The 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 for the 2020/2021 academic year, or in the case of a late application, or second/third-round offer, within 2 weeks, or

4.1.7.7 An Applicant has not indicated:

(i) whether or not s/he has applied for and is awaiting confirmation of an offer from another school(s) and if so, the details of the school(s);

and

(ii) whether or not s/he has accepted an offer of admission from another school(s) and if so, the details of the offer(s).

#### 4.1.8 Appeals:

An Applicant wishing to appeal the decision to refuse to admit, under section 29(9) of the

Education Act 1998, may do so by completing the Section 29 Appeal Application Form, available at Patrician Presentation office and submitting it to The Secretary of the Board of Management, Patrician Presentation Secondary School, Rocklow Road, Fethard, County Tipperary within fourteen calendar days of receipt by him/her of the school's decision to refuse to admit.

A maximum period of 30 days from date of receipt of the appeal by the Board of Management

is allowable for conclusion of the appeal process.

In the event of an appeal not being upheld by the Education & Training Board, the Applicant may further appeal the decision to refuse to admit to the Department of Education and Skills in line with section 29(1) of the Education Act 1998.

## **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 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



### **All denominational schools**

Patrician Presentation Secondary School is a Catholic School and may refuse to admit as a student a person who is not of Catholic Faith where it is proved that the refusal is essential to maintain the ethos of the school.

## **6. Oversubscription**

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:

### **Insert selection criteria here**

- 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/her post-primary education.*
- 2. Children of a current staff member.*
- 3. Children attending the local primary school, (Feeder Band 1) Holy Trinity National School*
- 4. Lottery from the following schools (Feeder band 2 and Feeder Band 3) on a ratio of 3:1*
- 5. Lottery selection from feeder band 3*
- 6. Patrician Presentation Secondary School endeavours to supply reasonable provision and accommodation for boys and girls within its own locality or demographic area (see Appendix 3), including students with disability and special educational needs, in accordance with the resources provided by the DES and otherwise available to it.*

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:

### **Insert details of the school's arrangements here**

Lottery will be used to determine who is awarded the place

## 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) the payment of fees or contributions (howsoever described) to the school;
- (b) a student's academic ability, skills or aptitude;
- (c) the occupation, financial status, academic ability, skills or aptitude of a student's parents;
- (d) a requirement that a student, or his or her parents, attend an interview, open day or other meeting as a condition of admission;
- (e) 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.
- (f) 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.

This is also subject to the school making offers based on existing waiting lists (up until 31<sup>st</sup> January 2025 only).

## 8. Decisions on applications

All decisions on applications for admission to Patrician Presentation Secondary School 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 Patrician Presentation Secondary School, 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 Patrician Presentation Secondary School 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 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.
- (v) 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 Patrician Presentation Secondary 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.

Placement on the waiting list of Patrician Presentation Secondary School 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**

Where parents wish to make an application for their son/daughter to a year group other than First Year or during the school year, they should in the first instance fill in an Application Form. An offer of a place can only be made if there is space in the year group in question. A decision on whether a place can be offered 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. 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/daughter 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/daughter. 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/daughter 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/daughter given the curricular provision, subject choices/levels available at the time.

### **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.

In accepting an offer of admission from Patrician Presentation Secondary School, Fethard, the parents must indicate—

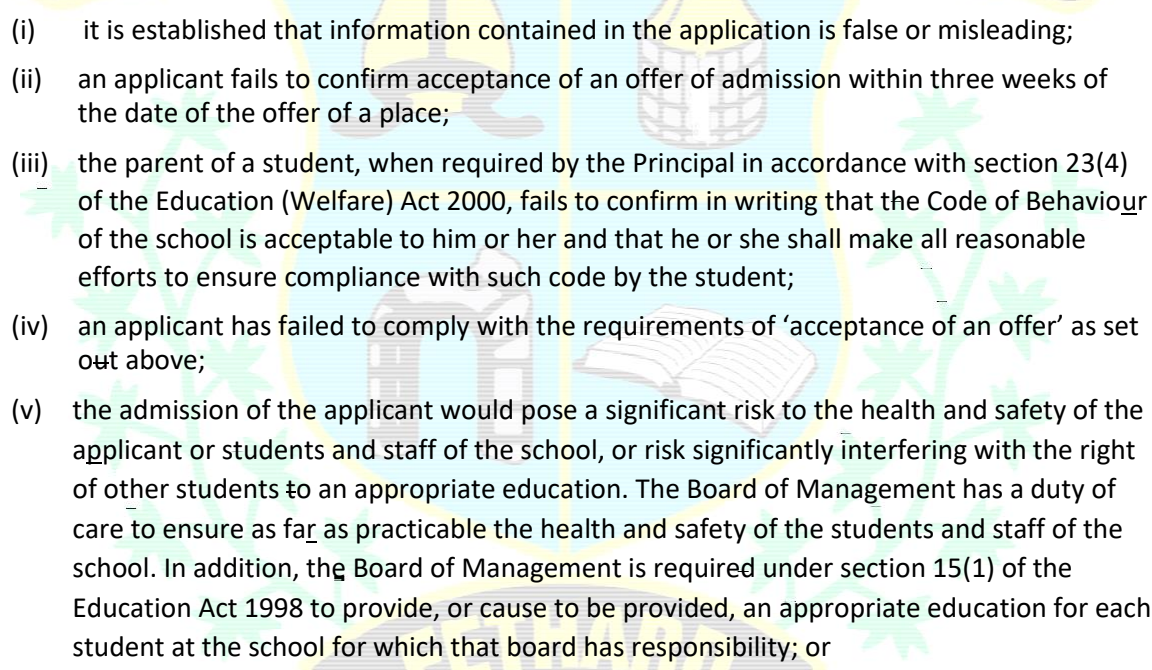
- (i) whether or not they have accepted an offer of admission for another school or schools. If they have accepted such an offer, they must also provide details of the offer or offers concerned and

(ii) whether or not they have applied for and awaiting confirmation of an offer of admission from another school or schools, and if so, they must provide details of the other school or schools concerned.

Parents 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.

### **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 Patrician Presentation Secondary School 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 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) an applicant has failed to comply with the requirements of 'acceptance of an offer' as set out above;
  - (v) 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
  - (vi) 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.

### **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.

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 in accordance with this admission policy see [Section 6](#) above. If there are two or more students in any of the selection criteria categories set out in [Section 6](#) above, then the position on the waiting list (for places in a year group other than First year) will be determined by a lottery process overseen by the Principal, Deputy Principal and an independent observer appointed by the Board of Management.

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.

#### **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 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).

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

The board of Patrician Presentation Secondary School 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 following are the school's arrangements for students, where the parents or in the case of a student who has reached the age of 18 years, the student, who has requested that the student attend the school without attending religious instruction in the school. These arrangements will not result in a reduction in the school day of such students:

A parent of a student, or a student who has reached the age of 18, who wishes to attend Patrician Presentation Secondary School without attending religious instruction should make a written request to the Principal. A meeting will be then be arranged with the parent or the student, as the case may be, to discuss how the request might be accommodated by the school.

## **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 to 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.

Patrician Presentation Secondary School will cooperate with the NCSE in the performance by the Council of its functions under the Education for Persons with Special Educational Needs

Act 2004 in relation to the provision of education to children with special educational needs, including in particular by the provision and operation of a special class or classes when requested to do so by the Council.”  
“Patrician Presentation Secondary School will comply with any direction served on the board or the patron under section 37A and 67(4)(b) of the Education Act 1998

## Appendix 2

### Patrician Presentation Secondary School ANNUAL ADMISSION NOTICE FOR 2023/24

### ANNUAL ADMISSION NOTICE FOR 2023/24

Copies of the school's **Admission Policy** and the **Application Form for Admission** for the 2023/24 school year are available as follows: –

To download at: [www.fethardsecondaryschool.ie](http://www.fethardsecondaryschool.ie)

On request: By emailing [principal@patricianfethard.ie](mailto:principal@patricianfethard.ie) or writing to: Patrician Presentation Secondary School, Rocklow Road, Fethard, Co. Tipperary E91 NF88.

#### 1. Application and Decision Dates for admission to 1<sup>st</sup> Year for 2023

1.	The school will commence accepting applications for admission on	4 <sup>th</sup> October 2023
2.	The school will cease accepting applications for admission on	26 <sup>th</sup> October 2023
3.	Applicants will be notified in writing of the decision on their application by	18 <sup>th</sup> December 2023
4.	Applicants must confirm acceptance of an offer of admission by	26 <sup>th</sup> January 2024

Failure by an applicant to accept an offer by January 26<sup>th</sup> 2024 may result in the offer being withdrawn.

## Appendix 3: Demographic Area

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

### Feeder band 1

Holy Trinity Fethard

### Feeder Band 2

Killusty N.S

Clerihan N.S

Moyglass N.S

Lisronagh N.S

Killurney N.S

Cloneen N.S

Drangan N.S

Powerstown N.S

Rosegreen N.S

Drangan N.S.

### Feeder band 3

St Olivers

St Peter and Pauls

St. Marys

Rathkeevan

Botherlan

Other

