



DUNBOYNE JUNIOR PRIMARY SCHOOL

Station Road,
Dunboyne,
Co. Meath,
A86 HW57.

Phone: 01/8252807.
Email: office@dunboynejps.ie
Website: www.dunboynejps.ie
Roll Number: 20032B.

Enrolment Application (all classes) 2021-2022

**All information submitted is strictly confidential. Complete in Block Capitals.
Incomplete applications will not be considered.**

Child's First Name: _____ Surname: _____ Gender: M / F

Date of Birth: / / Religion: _____ PPSN of Pupil: _____

Birth Cert Forename **(if different from above)** Birth Cert Surname **(if different from above)**

Mother's name: _____ Mobile: _____

Mother's Occupation: _____ Mobile No. for Texts: _____

Email Address: **(Print)** _____

Father's Name: _____ Mobile No.: _____

Father's Occupation: _____ Home Tel. No: _____

E-Mail Address: **(Print)**: _____

Home Address: _____ Eircode: _____

The address given must be the address at which the child normally resides.

Dunboyne Parish: **(Please Circle)** **Yes** **No**

With whom does the child normally live: **(Please Circle)** Both Parents Mother Father Other

If other applies please specify _____

Details of any legal orders affecting family arrangements for school: _____

If you require an extra copy of annual school report, school updates by text & email etc. (in the situation where parents live separately) please complete the following:

Name: _____ Mobile No.: _____

Home Tel. No: _____ Work number: _____

E-Mail Address **(Print)**: _____

Postal Address **(Print)**: _____

Siblings attending Junior/Senior school - Names & Class teacher: _____

Nationality: Child: _____ Mother: _____ Father: _____

If your child was born outside of Ireland please give date of arrival in Ireland: _____

Is one of the pupil's mother tongues (i.e. language spoken at home) Irish or English? **(Circle)** **Yes** **No**

What language is spoken at home: _____

Does your child require English language Tuition: **(Please Circle)** **Yes** **No**

Previous School

Name & Address of School/s already attended:

Roll Number: _____ Tel. Number of previous school: _____

Name of Principal: _____

Reason for changing school: _____

Current or Previous Class attended: _____ Class for which you are applying: _____

Was your child in receipt of English Language Tuition? _____ If so, for how long? _____

Primary Online Database (POD)

The Department has consulted with the Data Protection Commissioner in relation to the collection of individual pupil information for the Primary Online Database. Both religion and ethnic and cultural background are sensitive personal data categories under Data Protection legislation. These questions are optional. While these questions are optional, the information would be very useful to the Department for statistical and research purposes. Aggregated information on Ethnic/Cultural background will be used to track the progress of these groups, and to compare their progress with other groups, thereby identifying gaps in the system and assisting in the development and implementation of appropriate policies and interventions. Enhanced capitation in respect of pupils who are members of the Traveller Community will be paid to schools on the basis of the answers to this question. Aggregated information on religion will be used for statistical purposes only. Parents/guardians are asked, if they wish to do so, to identify their children's religion and ethnic background, and to consent for this information to be transferred to the Department of Education and Skills. This page of the form will be retained by your primary school.

To which ethnic or cultural background group does your child belong? (Categories based on the Census of Population) Please Tick One.

White Irish	<input type="checkbox"/>	Any other Black Background	<input type="checkbox"/>
Irish Traveller	<input type="checkbox"/>	Asian or Asian Irish - Chinese	<input type="checkbox"/>
Roma	<input type="checkbox"/>	Asian or Asian Irish	<input type="checkbox"/>
Any other White Background	<input type="checkbox"/>	Any other Asian background	<input type="checkbox"/>
Black or Black Irish - African	<input type="checkbox"/>	Other (including mixed background)	<input type="checkbox"/>
Black or Black Irish	<input type="checkbox"/>	No consent	<input type="checkbox"/>

What is your child's religion? Please Tick One.

Roman Catholic	<input type="checkbox"/>	Orthodox (Greek, Coptic, Russian)	<input type="checkbox"/>
Church of Ireland (Protestant)	<input type="checkbox"/>	Apostolic or Pentecostal	<input type="checkbox"/>
Presbyterian (Anglican)	<input type="checkbox"/>	Hindu	<input type="checkbox"/>
Methodist, Wesleyan	<input type="checkbox"/>	Buddhist	<input type="checkbox"/>
Jewish	<input type="checkbox"/>	Jehovah's Witness	<input type="checkbox"/>
Muslim (Islamic)	<input type="checkbox"/>	Lutheran	<input type="checkbox"/>
Atheist	<input type="checkbox"/>	Christian Religion (not further defined)	<input type="checkbox"/>
Baptist	<input type="checkbox"/>	Evangelical	<input type="checkbox"/>
Agnostic	<input type="checkbox"/>	Other Religion	<input type="checkbox"/>
No Religion	<input type="checkbox"/>	No consent	<input type="checkbox"/>

I consent for the sensitive personal data in the two questions above to be stored on the Primary Online Database (POD) and transferred to the Department of Education and Skills and any other primary schools my child may transfer to during the course of their time in primary school.

Signed: _____ Date: _____

Parent/Guardian

For further information on POD please go to the Department of Education and Skills' website www.education.ie

School Transport

Children are eligible for primary school transport where they reside not less than 3.2 kms from and are attending their nearest national school as determined by the Department of Education & Skills/Bus Éireann, having regard to ethos and language. The parents/guardians of a child wishing to avail of school transport services, for the first time, are required to submit a completed Application Form for Primary School Transport to their local Bus Éireann office or apply online at buseireann.ie - details of local Bus Éireann offices are available on the Department and Bus Éireann websites. **The school buses take the children home at 3pm. As school finishes at 2pm for Junior & Senior Infants arrangements will have to be made for their collection at this time.**

Medical History

In order for the school to put in place the best resources for your child's education from the start of the school year, we require the following information. This information will be treated with the utmost confidentiality. Please select yes or no where appropriate.

- (a) A psychologist
- (b) A Speech and Language Therapist
- (c) An Occupational Therapist
- (d) Other
- (e) Does your child have a medical, physical or emotional disability?

Yes	No
Yes	No
Yes	No
Yes	No
Yes	No

Additional information:

If you have ticked yes to any of the above please ensure you speak to the principal as soon as possible unless you have already done so at Application to Enrol day. If there are written reports in relation to any of the above please provide the school with a copy immediately.

Family Doctor: _____ Address: _____ Phone No: _____

If your child requires medication during the school day please ensure you receive a copy of the school's policy on the "Administration of medicines". Briefly describe the child's needs:

Other Information: In the interest of the pastoral care of your child, it would be helpful for us to be informed on an ongoing basis regarding educational difficulties, health, bereavement, domestic circumstances etc. Contact the principal or class teacher.

Contact Details

In the event of **an emergency where parents / guardians are un-contactable** please give details below of someone **other** than parents / guardians:

1. Name: _____ Tel. No: _____
2. Name _____ Tel. No: _____
3. Name _____ Tel. No: _____

School Policy Documents

These can be accessed on our school website www.dunboyneips.ie Please tick.

Have you read the General Information document?

Have you read & do you agree to abide by the following School Policy documents?

Enrolment & Admissions Policy

Code of Behaviour

Safe Guarding Children Policy

Relationship & Sexuality Education Policy

Acceptable Use Policy for Internet

Data Protection Policy (GDPR Compliant)

Privacy Policy

All schools use administration forms e.g. enrolment forms, BOM election ballot papers, permission to use photographs of a child etc. to assist in the smooth running of the school. In the main these forms gather information which is then processed by the BOM or by a Data Processor on behalf of the BOM. In order to reassure Data Subjects that the BOM is following fair processing procedures, as is required by the data protection legislation, it is important to ensure that all such forms contain a clear and specific rationale for the collection of such data. Data subject have the right to know:

- What data is being processed
- The reason for the processing
- The Data Controller who is responsible for the processing of their Data

Consents

I consent to my/our child being changed by school staff if they become soiled or wet:

(For the purpose of Child Protection this will always be carried out with two members of staff present.)

I consent to my/our child going on supervised school outings such as educational tours, sports events, concerts, parish church, library etc.

I consent to the school submitting school related photographs to local or national media, names of children will not be submitted.

I consent to the school including my/our child in group photographs for use on the school website and for multimedia purposes. No individual photographs will be used without permission.

I consent to my email address and contact numbers be used by the school only.

We the undersigned, confirm that we are aware that the data relating to this application will be kept on file in the school and may be used by School Management in the election of Parents / Guardians to the school Board of Management. We are also aware that the data may be disclosed, as appropriate to:

- The Department of Education & Skills.
- The National Council for Special Education.
- TUSLA.
- NEPS.
- The Health Services.
- Garda and any other Government Agencies.
- Schools to which children transfer.

We have read and understood the above consents. We wish to enroll our child/children in Dunboyne Junior Primary School. We undertake to see that our child/children will attend school punctually and regularly. We have received and understood the school's policy documents and rules and undertake that we and our child/children will comply with all school rules and policies. *Signature of **Parents / Guardians:***

Signed: _____ Date: _____

Signed: _____ Date: _____