

## **ERSS ADMISSION POLICY 2025'2026**



**Edmund Rice Schools Trust**

**Admission Policy of Edmund Rice  
Secondary School,  
Carrick-on-Suir**

**School Address: Mount St. Nicholas, Carrick-on-Suir, Co.  
Tipperary**

**Roll number: 65270U!**

**School Patron: The Edmund Rice 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.

In accordance with Section 62 of the Education Act 1998, the board of management of Edmund Rice Secondary School has inserted the following text in the school's Admission Statement, as required by the Education (Provision in Respect of Children with Special Educational Needs) Act 2022:

Edmund rice 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."

Edmund Rice 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."

The policy was approved by the school patron on February 1<sup>st</sup> 2023. 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 Edmund Rice Secondary School, Carrick-on-Suir 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 [www.erss.ie](http://www.erss.ie) and will be made available in hardcopy on request to any person who requests it.

## Characteristic spirit and general objectives of the school

### Our Mission Statement

"To provide a caring Christian community, which celebrates effort and talent in an environment of hope and happiness."

The characteristic spirit of our school is based on the vision and values of the Edmund Rice Schools Trust Charter. The five characteristics of an Edmund Rice School underpin the operation of an Edmund Rice Secondary School, namely:

- Nurturing faith, Christian spirituality, and gospel-based values, o Promoting partnership,
- Creating a caring school community
- Inspiring transformational leadership
- Excellence in teaching and learning.

For further information on the Edmund Rice Schools Trust and the Edmund Rice Schools Trust Charter, see [www.EdmundRiceSchoolsTrust.ie](http://www.EdmundRiceSchoolsTrust.ie)

In Edmund Rice Secondary School, Carrick-on-Suir the Edmund Rice Schools Trust Charter values are underpinned by a philosophy of education that has at its centre the unique dignity of the human person as a child of God. We see the interaction of people from different backgrounds -spiritual, ethnic, language, special needs as a gift that will enrich the community of the school and promote the growth and learning of all. We value each student and their family.

We welcome and are sensitive to each one, seeking to respond to their individual needs through:  
The Curriculum: We provide a broad range of subject areas, encouraging students to take increasing responsibility for their own learning and decision-making.

Pastoral Care: We support and challenge our students to make the most of their time in school, providing programmes of language support, help with study, and personal counselling where

necessary and developing links with family, working in partnership with parents and guardians. Faith Development: We have a special commitment to development of the spiritual dimension of the lives of our members. Faith formation and the Religious Education programme play a key role:

- Students follow a programme in Religious Education which is suitable for students of all faiths and those of no faith.
- The school celebrates the major Christian feasts, and the major feasts of other faiths are acknowledged and celebrated in an appropriate way.
- We hope 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.
- We encourage students to become actively involved in charitable organisations e.g. Young St. Vincent de Paul and to show concern for less well off in our local community
  - At Edmund Rice Secondary School, Carrick-on-Suir we foster care for the environment. All members of the school community are encouraged to take an active interest in respecting, appreciating, enjoying, and preserving the natural environment and the wonders of God's creation.

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

#### General Information:

School name	Edmund Rice Secondary School, Carrick-on-Suir
School Address	Mount St. Nicholas, Carrick-on-Suir, Co. Tipperary
Phone number Mobile	051 640522
Fax number	051 640522
E mail address	<a href="mailto:principal@erss.ie">principal@erss.ie</a> <a href="mailto:info@erss.ie">info@erss.ie</a>
Web site address	<a href="http://www.erss.ie">www.erss.ie</a>
Principal	Ms. Majella Gleeson
Deputy Principal	Ms. Linda Barry
Guidance Counsellor	Ms. Aileen O' Keffe
Learning Support	Ms. Rachel Moriarty
Hours of opening	The school is open from 9 a.m. to 3.50 p.m. After 4.00 p.m. the school is only open to those: -At supervised activities like sports or study. -Those involved in extra- curricular activities

The following bodies are also associated with the school:

### 1 Student Council

This is a democratically elected body. It comprises of 11 students representing the six distinct years in the school. It is consulted on relevant issues including anything to be included in the School Plan.

### 2 Parents Council

This is a representative group of parents who meet with the principal and /or Deputy Principal in the school on a regular basis. As valued partners in the educational life of the school they are consulted on most matters especially any involving the School Plan. Activities include raising funds to supplement school resources.

### 3 Board of Management

This body is responsible for the overall running of the school. It comprises:

- 4 nominees of the Trustees.
- 2 parents' representatives
- 2 teachers' representatives

The principal of the school acts in the capacity as secretary to the Board of Management and is responsible for the day to day running of the school. The Board of Management is elected for a three- year period though in most cases it is possible to serve two consecutive terms. Please note: Up to date contact details for the Students Council, the Parents Council and the Board of Management are available on [www.erss.ie](http://www.erss.ie).

### Operating Context

Edmund Rice Secondary School, Carrick-on-Suir operates within the legal context of

➤ Relevant sections of:

- Education Act 1998
- Education Welfare Act 2000
- Equal Status Act 2000-2011
- Education for Persons with Special Educational Needs Act 2004
- Disability Act 2005
- Education Act (Miscellaneous Provisions) 2007
- Data Protection Acts 1988 and 2003: The school is a Data Controller under the Data Protection Acts. Data provided to Edmund Rice Secondary School, Carrick-on-Suir in respect of an application for admission is subject to the terms and provisions of the Data Protection Act (1998) and the Data Protection (Amendment) Act (2003). We rely on Parents/Guardians to provide us with accurate and complete information and to update us in relation to any changes in the information provided. Should you wish to update or access your child's personal data, you should write to the School Principal.

Edmund Rice Secondary School, Carrick-on-Suir also operates within the regulatory, legal and financial context of:

- The regulations of the Department of Education and Skills ➤
- The rights of trustees as set out in the Education Act, 1998
- The Edmund Rice Schools Trust Charter
- The Articles of Management of Catholic Secondary Schools
- The regulations of the Department of Education and Skills and the curricular programmes so prescribed which may be amended from time to time in accordance with Sections 9 and 30 of the Education Act, 1998.
- The funding and resources available to the school at any given time. The financial and teaching resources of the school are provided by a combination of grants and teacher allocations from the Department of Education and Skills, voluntary contributions, and occasional fundraising <sup>1</sup>. Implementation of the school plan and school policy has due regard to the resources and funding available.

Within this operating context, Edmund Rice Secondary School, Carrick-on-Suir is a school that.

- Is inclusive in intake.
- Supports the principle of equality of access to and participation in education.
- Recognises and supports the rights of parents to choose regarding admission in secondary school.
- Welcomes students with different values, beliefs, traditions, languages, and ways of life and seeks to meet their needs, subject only to available resources and support for the ethos of the school.

### Programmes

Pupils at Junior and Senior Cycle follow a core programme, with a number of optional subjects. and physical education are part of the core programme for all students.

E.R.S.S. also offers the Transition Year Programme and the Leaving Certificate Vocational Programme as an alternative enhanced Leaving Certificate.

The provision of all courses and subjects is contingent on the budgetary allocation provided by the Department of Education and Skills and therefore courses can only be offered when viable. Parents of prospective students should also be aware of the school's policy on Bullying, Substance Abuse, Attendance and Mobile Phones which are available on [www.erss.ie](http://www.erss.ie).

A copy of the school calendar will be supplied to all parents/guardians in first term of each school year and will also be available on [www.erss.ie](http://www.erss.ie).

### Admission Procedures.

Applications should be made to Edmund Rice Secondary School, Carrick-on-Suir, on the official school application form. Applications may be made at any time. However, they should be received before the closing date of stated on the admissions notice.

An Open Night for intending pupils and their parents will usually be held in the school in first term of each school year. Pupils in local primary schools will be notified in advance, and a

general notice will appear in the local media in advance of the "Open Night" on the school website [www.erss.ie](http://www.erss.ie), on school social media pages and in the local media.

### Code of Behaviour

It is especially important that parents familiarize themselves with the school's Code of Behaviour. This document contains a list of the rules, regulations and sanctions laid down by the school, the Department of Education and Skills and in some cases the State. It is expected that the parents of every pupil will sign up to the Code of Behaviour. However, attendance in the school in school uniform will be taken as implicit acceptance of the Code of Behaviour.

### Admission Statement

Edmund Rice Secondary School, Carrick-on-Suir 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.

### 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

## Allocation of Places 2025-2026

The Principal of Edmund Rice Secondary School, Carrick-on-Suir, on behalf of the school's Board of Management, will decide on the allocation of places in accordance with the Criteria laid down by the Board of Management

- Department of Education and Skills Rules. Secondary students must be aged twelve on January in the calendar year following the student's entry into first year. A copy of the student's Birth Certificate (Full) must be supplied to the school before a place can be offered to a student.
- Department of Education and Skills provision of staff
- Department of Education and Skills provision of resources to meet the needs of students with Special needs
- Department of Education and Skills provision of physical space in relation to classroom accommodation and the health and safety of students.

### 1<sup>st</sup> Year 2025/2026

A maximum of 60 places will be available in First Year for the school year 2025-2026.

If applications for admission exceed this number, the Board of Management will allocate places in accordance with the following procedure:

1. Brother of present/past pupils
2. Boys living in the school's catchment area.
3. Sons of staff members
4. Sons of past pupils
5. Boys from outside the catchment area on a first come first served basis.
6. Other applicants, based on date of submission of application form. For the purposes of this policy statement "catchment area" is defined as.. the parishes of Clonea, Crehana, Rathgormack, Windgap, Owing, Templeorum, Newtown Upper, Ballyneale, Grangemockler, Piltown, Portlaw, Carrick-on-Suir, Carrickbeg whose national schools have been our traditional feeder schools.

Decisions on allocation of places will be notified in accordance with this Admissions policy and the Education Welfare Act (2000). Decisions regarding enrolment will be notified to parents/guardians within 21 days of the closing date of applications. To ensure a place, parents/guardians must notify the school of their acceptance of a place within 14 days of being accepted.

### Refusal in exceptional circumstances:

The Board of Management reserves the right to refuse to enrol any student in exceptional cases. Such an exceptional case could arise where.

- In the opinion of the Board of Management, the student poses an unacceptable risk to other students, to school staff or to school property.

### Appeal Procedure:

Where the Board of Management decides to refuse admission to the school, the parents/guardians of the student concerned may appeal the decision to the Department of Education and Skills under Section 29 of the Education Act, 1998. The appeal must be made

within 42 calendar days of the date that the decision of the Board of Management was notified to the parents/guardians.

### 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:

If applications for admission exceed this number, the Board of Management will allocate places in accordance with the following procedure:

1. Brother of present/past pupils
2. Boys living in the school's catchment area.
3. Sons of staff members
4. Sons of past pupils
5. Boys from outside the catchment area on a first come first served basis.
6. Other applicants, based on date of submission of application form.

For the purposes of this policy statement "catchment area" is defined as...the parishes of Clonea, Crehana, Rathgormack, Windgap, Owning, Templeorum, Newtown Upper, Ballyneale, Grangemockler, Piltown, Portlaw, Carrick-on-Suir, Carrickbeg whose national schools have been our traditional feeder schools.

### 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 consider 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,
  - (b) the payment of fees or contributions (howsoever described) to the school.  
(other than in relation to a fee charging school or a plc or further education and training course run by a school in respect of those courses)
  - (c) a student's academic ability, skills, or aptitude; other than in relation to:
    - admission to a special class as far as it is necessary to ascertain whether the student has the category of special educational needs concerned and/or admission to an Irish language school, in accordance with the provisions of section 62(9) of the Act.
  - (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 wishes to include selection criteria based on 1 sibling 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.  
This is also subject to the school making offers based on existing waiting lists (up until 31<sup>st</sup> January 2025 only).

## Decisions on applications

All decisions on applications for admission to Edmund Rice Secondary School, Carrick-on Suir will be based on the following:

- Our school's admission policy
  - o The school's annual admission notice (where applicable)
  - o 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 15 below in relation to applications received outside of the admissions period and section 16 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.

### 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).

### Acceptance of an offer of a place by an applicant

In accepting an offer of admission from Edmund Rice Secondary School, Carrick-on-Suir 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.

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 Edmund Rice 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.

### 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 certain information between schools to facilitate the efficient admission of students.

#### 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 Edmund Rice Secondary School, Carrick-on-Suir 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 Edmund Rice Secondary School, Carrick-on-Suir 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.

#### 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.

#### Procedures for admission of students to other years and during the school year

The procedures of the school in relation to the admission of students who are not already admitted to the school to classes or years other than the school's intake group are as follows:

#### Transition Year 2025-2026

It is the policy of Edmund Rice Secondary School, Carrick-on-Suir to make the curriculum and resources available where possible to all students. It may, however, be necessary for insurance reasons and to comply with class size directives to limit the numbers accepted into our Transition Year (See Transition Year Policy). The Transition Year Coordinator in conjunction with school management will allocate places in such an event based on:

Existing pupils of Edmund Rice Secondary School, Carrick-on-Suir will get priority over boys transferring from other schools.

The selection process will take the greater good of the school overall into consideration when allocating places and will consider the students who applied for entry into Transition Year by the deadline specified on the application form (a copy of the application form will be sent to the parents/guardians of 3<sup>rd</sup> year students in advance)

Age — had the student already been afforded the chance to repeat a year in Edmund Rice Secondary School, Carrick-on-Suir  
Disciplinary record of the student to date.

Family circumstances

Health and Safety

In the event of a pupil being refused admission to Transition Year his parents/guardians have the right to appeal such a decision to the Board of Management. This appeal will be held at the next ordinary meeting of the Board. If this is not suitable the Chairperson of the Board may call a special meeting to deal with the appeal.

#### Transfer of students from other schools 2025-2026

Students may transfer to Edmund Rice Secondary School, Carrick-on-Suir from another.

secondary school, subject to the guidelines laid out in this admissions policy. It would be in everyone's interests if transfers took place at the beginning of the school year. Transfers at other times will only be considered in extenuating circumstances such as family relocation or bullying in previous school etc. However, the Principal of Edmund Rice Secondary School must be satisfied with the reasons for the transfer and therefore relevant information will be requested from the student's former schools.

With the best interest of the student in mind and his educational welfare and those of existing pupils in Edmund Rice Secondary School, Carrick-on-Suir the school may decide for reasons including class size, subject choices, and available resources to refuse admission at the time of application. The school may advise the parents/guardian of the pupil to reapply at the start of the following school year.

In the event of a pupil being refused admission in such circumstances his parents/guardians have the right to appeal such a decision to the Board of Management. This appeal will be held at the next ordinary meeting of the Board. If this is not suitable the Chairperson of the Board may call a special meeting to deal with the appeal.

- o Where the board deems there to be a vacancy in a particular year group notwithstanding that the number currently in the year may be less than the maximum number allowable as stated in this policy.

#### Repeat Leaving Certificate Students 2025-2026

The school is willing to consider applications from students for places in 6<sup>th</sup> Year in order for them to repeat the Leaving Certificate examination. Applications for such places will not be considered until after the publication of the Leaving Certificate results in August each year. The principal will, in the first instance, determine whether a place to repeat will be offered to a student. The decision of the principal will be based on the following factors: The record (academic and disciplinary) of the student to date. If the application is from a student who attended another school, then the record of the student will be sought from that school. (If the application to repeat is from a female student, then permission will have to be sought from the Board of Management/Trustees before a place can be offered).

The possibility of the student benefiting in personal and academic ways from repeating the year.

The likely impact of the student on the incoming 6<sup>th</sup> Year classes.

The opinions of teachers who taught the student in previous years.

The availability of a place in the incoming 6<sup>th</sup> Year classes.

All other things being equal, preference will be given to former students at the school in the event of there being more applications for places to repeat than there are places available.

The decision of the principal to refuse an application for a place in the school to repeat the Leaving Certificate examination may be appealed to the Board of Management.

#### Declaration in relation to the non-charging of fees

The Board of Management of Edmund Rice Secondary School, Carrick-on-Suir, or any persons acting on its behalf will not 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.

#### 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:

Parents of students and students (over 18) who wish to opt out of RE class should make a written request to the principal. A meeting will then be arranged with the parent or the student to discuss their options. The non—instructional nature of the RE class, the emphasis on studying world religions and the opportunity for inter-faith dialogue will be pointed out in these discussions. Throughout this process the constitutional right of the parent/ student (over 18 years) will be respected by the school.

The 1998 Education Act states that schools are required to promote the moral, spiritual, social, and personal development of students (Section 9 (d)). At Edmund Rice Secondary School, Carrick-on-Suir the allocated time on the timetable for Religious Education responds to this. Students who opt out of RE class are required to use this time to study material relating to their own religious tradition or belief, for example sacred texts. Students of no religious faith are required to study relevant literature or philosophical texts. A list of suggested texts can be provided by the school. In line with the Edmund Rice Schools Trust Charter, Edmund Rice Secondary School, Carrick-on-Suir places significant importance on the religious or spiritual formation of all its students. Each student has his/her own personal journey which will be encouraged and respected. Students who opt out of RE class cannot be offered extra tuition or study periods.

## 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. This request must be received by the board not later than 21 days after the applicant has been informed in writing as to the decision of the school in accordance with Section 9 of this policy.

### 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.

This policy has been drawn up by the Board in consultation with parents, staff, and representatives of our feeder schools. It is operative for the First-year intake in the school year 2022-2023. It will be reviewed by the Board of Management annually. Submissions for such review are welcome and should be forwarded to the Board by 1<sup>st</sup> February 2023

Data Protection Acts 1988 and 2003: Edmund Rice Secondary School, Carrick-on-Suir is a Data Controller under the Data Protection Acts. Data provided to Edmund Rice Secondary School in respect of an application for admission is subject to the terms and provisions of the Data Protection Act (1998) and the Data Protection (Amendment) Act (2003). We rely on parents/guardians to provide us with accurate and complete -information and to update us in relation to any changes in the information provided. Should you wish to update or access your child's personal data, you should write to the school principal.

This Admissions Policy was ratified by the Board of Management on 11/6/25

Chairperson B.O.M. [Signature]

Date: 11/6/25

Principal M. Gleeson

Date: 11.06.25.