

Polasaí Iontrála

Gaelscoil Dhochtúir Uí Shúilleabháin 2020



Roinn A: Eolas Ginearálta

Réamhrá

Dréachtar an Polasaí Iontrála seo de réir na forálacha a leagtar síos san Acht Oideachais 1998. Leis an bpolasaí seo, is mian leis an mBord Bainistíochta cabhrú le tuismitheoirí/caomhnóirí maidir le clarú leanaí sa Ghaelscoil thuasluaithe.

Beidh Cathaoirleach an Bhoird, Nuala Ní Bhriain, agus Príomhoide na Gaelscoile, Aisling Ní Néill, sásta soiléiriú a thabhairt ar aon cheist maidir leis an bpolasaí seo.

Ainm na Scoile:	Gaelscoil Dhochtúir Uí Shúilleabháin
Seoladh:	Gort na Cloiche, An Sciobairín, Co. Chorcaí
Uimhir Gutháin:	028 21192
Ríomhphost:	gaelscoil21192@hotmail.com
Spiorad Sainiúil:	Caitliceach
Ainm an Phátrúin:	Foras Pátrúnachta na Scoileanna Lán-Ghaeilge
Líon na Foirne:	3 x Múinteoir Ranga (Príomhoide san áireamh) 1x Múinteoir oideachas riachtanais speisialta (Pairt-áimisthíre) 2x Cúntóir Riachtanais Speisialta 1x Rúnaí

Réimse Ranganna: Naíonáin Shóisir go Rang 6, meascaithe

Braitheann an Ghaelscoil ar dheontais agus ar líon na múinteoirí ceadaithe ag an ROE, agus feidhmíonn an scoil taobh istigh de rialacha agus forálacha na Roinne Oideachais mar a leagtar síos iad. Tógann polasaithe na scoile na hacmhainní agus an infheistíocht atá ar fail san áireamh.

Leanann an Ghaelscoil na cláracha Churaclaim atá leagtha síos ag an ROE de réir Act 9 agus Act 30 don Acht Oideachais 1998.

Ag tógáil rialacha agus cláracha na Roinne Oideachais agus Eolaíochta, cearta an Phatrúin mar atá leagtha síos san Acht Oideachais 1998 agus an t-airgead agus na hacmhainní atá ar fail san áireamh, tacaíonn an scoil leis na prionsabail seo a leanas:

- Cuimsitheachas, go háirithe i gcomhthéacs leanaí le riachtanais fisiciúla nó oideachasúla a chlárú.
- Comhionannas i gcás cead isteach agus páirt a ghlacadh i saol na scoile.
- Rogha tuismitheoirí i léith chlárú.
- Meas ar éagsúlacht luachanna, creidimh, traidisiún agus slite maireachtála sa sochaí.

Eolas Ginearálta Eile:

Am oscailt na Gaelscoile:	9:10 r.n.
Am Tosú Ranganna:	9:20 r.n.
Sos:	10:40 – 10:50 r.n.
Am Lóin:	12:30 – 12:50 i.n.
Am dúnadh (Naíonáin):	2:00 i.n.
Am Dúnadh (Ranganna 1-6):	3:00 i.n.

Roinn B: Nósanna Imeachta i Leith Chlárú

Iarrann Bord Bainistíochta Ghaelscoil Dhochtúir Uí Shúilleabháin ar thuismitheoirí gur mian leo páiste a chlárú sa scoil foirm chlarúcháin a líonadh agus a sheoladh chun na scoile roimh thús na bliana atá sé beartaithe go dtosóidh an leanbh ar scoil. Beidh lá oscailte do thuismitheoirí a bhfuil

suim acu a bpáiste a chlárú sa scoil san Earrach. Ina theannta sin is féidir le tuismitheoirí nua coinne a dhéanamh leis an bPríomhoide chun cur amach a fháil ar obair agus ar chleachtas na scoile agus chun aon cheist atá acu a chur. Más mian leo tar éis na cruinnithe sin, a bpáiste a chlárú don chéad scoilbhliain eile, iarrtar orthu foirm chlárúcháin a líonadh agus a sheoladh chun na scoile.

Ag Tógáil Cinntí:

Go ginearálta clárófar páistí de réir mar a thagann iarratas óna tuismitheoirí má tá spás ann dóibh.

Ní mór don Bhord Bainistíochta feidhmiú de réir rialacha na Roinne Oideachais & Eolaíochta mar atá leagtha síos i "Rialacha i gcóir Scoileanna Náisiúnta". Ciallaíonn sé seo go gclárófar daltaí atá in aois a 4 nó níos sine amháin, agus aithnítear nach bhfuil tinreamh riachtanach go dtí aois a 6.

Má tá éileamh níos mó ná an méid áiteanna atá ar fáil, cuirfear an próiseas seo a leanas i bhfeidhm chun cinneadh a dhéanamh. Cuirfidh an Bord na critéir seo a leanas i bhfeidhm ach níl sé intuigthe go gcuirfear i bhfeidhm iad san ord ina bhfuilid leagtha amach.

- Deartháireacha/Deirfiúracha sa scoil cheanna
- Aois na n-iarrthóirí
- Páistí a d'fhreastal ar Naíonra
- Páistí fhoireann na scoile
- Páistí ó theaghlaigh lán-Ghaeilge
- Páistí ag aistriú ó Ghaelscoil eile
- Páistí san ord inar lorgaíodh áit sa scoil.

Lá Iontrála

Beifear ag siúl go dtosódh gach dalta ar scoil ar an gcéad lá oscailte i Lúnasa/Meán Fómhair. I gcásanna nach féidir leis sin tarlú, glacfar leis na páistí ar an dáta is tuisce a bhíonn said ar fáil tar éis dóibh é seo a eagrú roimh ré leis an scoil.

Clárú Leanaí le Riachtanais Speisialta:

Lorgóidh an Bord Bainistíochta tuairiscí dochtúra agus tuairiscí síceolaíochta agus aon thuairiscí eile más ann dóibh i gcás aon pháiste le riachtanais

speisialta sula gclárófaí an páiste seo sa scoil. Muna bhfuil a leithead do thuiriscí ann, iarrfar go ndéanfar an tástáil chuí láithreach. Úsáidfear an tuairisc seo chun cabhrú leis an scoil riachtanais áirithe an linbh (ficiciúil, móthunáchach, sosialta, morálta, intleachtúil) a mheas agus pleanáil a dhéanamh i gcóir na struchtúir chuí chun tacú le foghlaim an linbh le linn dó/dí a bheith ag freastal ar an nGaelscoil.

Buailfidh Príomhoide na scoile le tuismitheoirí aon linbh le riachtanais speisialta roimh dó/dí tosú sa Ghaelscoil. Pléifear cumas na scoile freastal ar na riachtanais seo. Más gá, tionólfar cruinniú leo siúd ar fad atá ag freastal ar riachtanais an linbh, idir tuismitheoirí príomhoide, múinteoir ranga, múinteoir tacaíochta foghlama, múinteoir acmhainne, SENO agus síceolaí, más oiriúnach.

D'fhéadfadh sé tarlú go gcuirfear clárú an linbh ar ceal go dtí go mbíonn

- Tuairisc síceolaíochta ar fáil nó/agus
- Acmhainní chuí curtha ar fáil ag an Roinn Oideachais & Eolaíochta chun freastal ar an riachtanais luaite sa tuairisc dochtúra/síceolaíochta. (D'fhéadfadh ceann amháin nó cúpla de na hacmhainní a leanas a bheith i gceist: múinteoir acmhainne do riachtanais speisialta, cúntóir riachtanais speisialta, trealamh nó troscán speisialta, seirbhísí taistil &rl.)

Páistí ag athrú scoileanna

Tá sé de cheart ag daltaí aistriú ó scoil amháin go scoil eile ag aon am ag brath ar pholasaí na scoile, spás ann dóibh, agus i gcásanna áirithe, cead ón Roinn Oideachais agus Eolaíochta. Féachfaidh an Bord Bainistíochta ar gach aon chás ar leith. Caithfidh an Bord Bainistíochta cuntas ar thinreamh agus ar dhul chun chinn an iar dhalta ar chur ar fáil don scoil nua.

Cód Smachta

Le fail ar suíomh greasáin na scoile agus san oifig.



Enrolment Policy

Gaelscoil Dhochtúir Uí Shúilleabháin 2020

Section A: General Information

General Introduction

This enrolment policy is being set out in accordance with the provisions of The Education Act (1998). The Board of Management trusts that by so doing parents will be assisted in relation to enrolment matters. The chairperson of the Board of Management, Máire Céitinn, and the principal teacher, Deirdre Towns, will be happy to clarify any further matters arising from the policy.

School Name: Gaelscoil Dhochtúir Uí Shúilleabháin

School Address: Gort na Cloiche,
An Sciobairín,
Co. Chorcaí.

Telephone No.: 028-21192

E-mail Address: gaelscoil21192@hotmail.com

Denominational Character: Catholic

Name of Patron: Foras Pátrúnachta na Scoileanna Lán-Ghaeilge

Total Number of Teachers in the School:

3 x classroom teachers (principal included)
1 x Special Education Teacher

2 x special needs assistant
1 x secretary

Range of Classes Taught: Junior Infants to Sixth Class (co-educational)

The school depends on the grants and teacher resources provided by the Department of Education and Science and it operates within the regulations laid down, from time to time, by the Department. School policy has regard to the resources and funding available.

The school follows the curricular programmes prescribed by the DES, which may be amended from time to time, in accordance with Sections 9 and 30 of the Education Act (1998).

Within the context and parameters of the Department regulations and programmes, the rights of the patron as set out in the Education Act (1998), and the funding and resources available, the school supports the principles of:

- ❖ Inclusiveness, particularly with reference to the enrolment of children with a disability or other special educational need;
- ❖ Equality of access and participation in the school;
- ❖ Parental choice in relation to enrolment; and
- ❖ Respect for diversity of values, beliefs, traditions, languages and ways of life in society.

Other General Information

School Opening Time:	9:00 a.m.
Time Classes Start:	9:20 a.m.
Morning Break:	10:40 - 10:50 a.m.
Lunch Time:	12:30 - 12:50 p.m.
Closing Time for Infant Classes:	2:00 p.m.
Closing Time for 1 st through 6 th Classes:	3:00 p.m.

Section B: Enrolment Procedures

Application Procedure

The Board of Management of Gaelscoil Dr. Uí Shúilleabháin requests that parents wishing to enroll their children at the school fill out an enrolment form and return it to the school before the beginning of the school year. An open day will be held for prospective parents each spring. Alternatively, interested parents may make an appointment with the principal in order to gain information about the ethos and practices of the school. This also provides an opportunity for them to ask any questions they might have. If after these meetings, parents wish to enroll their child for the next academic year, they must fill out an enrolment form and return it to the school.

Decision Making

As a general principle and in so far as is practicable having regard to the school's enrolment policy, children will be enrolled on application, provided that there is space available.

The Board is bound by the Department of Education and Science's *Rules for National Schools* which provides that pupils may only be enrolled from the age of 4 years and upwards, though compulsory attendance does not apply until the age of 6 years.

In the event that applications for enrolment exceed/is expected to exceed the number of places available the following decision making process will apply. The Board will exercise its discretion in the application of the following criteria. The criteria may include any of the following though not necessarily in that order:

- ❖ Brothers or sisters are already enrolled in the school;
- ❖ Age of applicants
- ❖ Children who attended the Naíonra
- ❖ Children of staff members
- ❖ Children from Irish-speaking households
- ❖ Children transferring from another Gaelscoil
- ❖ Children in the order they submitted an application form
- ❖ Any other

Admission Day/Date

It is expected that new pupils will be admitted on August/September depending on opening day of the school year. In cases where this is not possible, new pupils will be admitted on the earliest date possible in the school year, having made a prior arrangement with the school.

Enrolment of Children with Special Needs

The Board of Management will request a copy of the child's medical, psychological and/or all other relevant reports before the child is enrolled in the school. If such a report is not available the Board will request that the child be assessed immediately. The purpose of the assessment report is to assist the school in establishing the educational, physical, emotional, moral, social and intellectual needs of the child so that the school can plan to have the necessary structures in place to support the child's learning while he/she attends the Gaelscoil.

The school will meet with the parents of the child and with the SENO to discuss the child's needs and the school's suitability or capability in meeting those needs. Where necessary, a full case conference involving all parties will be held, which may include parents, principal, class teacher, learning support teacher, resource teacher, SENO or psychologist, as appropriate.

Enrolment of the child may be delayed until

- a medical and/or psychological report is available and/or
- appropriate resources are made available from the Department of Education and Science to meet the needs of the child as outlined in the medical/psychological report. (These resources may include for example any or a combination of the following: resource teacher for special needs, special needs assistant, specialised equipment or furniture, transport services or other.)

Pupils Transferring

Pupils may transfer to the school at any time, subject to school policy, available space and in some cases, the approval of the Department of Education and Science. Each case will be reviewed by the Board of Management individually. It is a requirement of the Board of Management that information concerning attendance and the child's educational progress be communicated between schools.

Code of Discipline

Available on the schools website and also from the office.