



**APPLICATION FORM FOR ADMISSION - 2022/2023**

*This is an application form for admission and does not constitute an offer of a place, implied or otherwise. Use of the word 'pupil' throughout this Application Form does not imply that the person on whose behalf this application is being made is regarded as a having been accepted as a pupil of St. Peter's N.S..*

Completed applications will be accepted from:	<b>3<sup>rd</sup> February 2022</b>
The closing date for receipt of applications is:	<b>25<sup>th</sup> February 2022 @ 3:00p.m.</b>

All Application Forms should be sent to:	For office use only
St. Peter's N.S., Snugboro, Castlebar, Co. Mayo F23 XY33	Date received: ___/___/_____
	Checked by:
	School Stamp:

**Please Note:**  
 This Application form is for new admissions to classes other than Junior Infants 2022 - 2023. Class: \_\_\_\_\_

Please complete all sections of the following application using BLOCK CAPITALS										
SECTION 1 - PROSPECTIVE PUPIL DETAILS										
<i>Details of the pupil for whom this application is being made.</i>										
First Name:										
Middle Name:										
Surname:										
Pupil Address:										
Eircode:										
PPSN:										
Date of Birth:	Day		Month			Year				

**SECTION 2 – DETAILS OF PARENT/LEGAL GUARDIAN**

*The information is sought for the purposes of making contact about this application. If more than one name is given but the address is the same, only one letter will issue and will be addressed to both individuals.*

	Parent / Legal Guardian 1	Parent / Legal Guardian 2
Prefix: (e.g. Mr. / Ms. / Ms. etc.)		
First Name:		
Surname:		
Address:		
Eircode:		
Telephone no.		
Email address:		
Relationship to pupil:		

**SECTION 3 – PUPIL CODE OF BEHAVIOUR**

Please confirm that the Pupil Code of Behaviour is acceptable to you as a parent/legal guardian and that you shall make all reasonable efforts to ensure compliance of same by the pupil if s/he secures a place in the school. Please note that the Code of Behaviour can be found at [www.stpetersnssnugboro.ie](http://www.stpetersnssnugboro.ie) or from the school office.

I/We \_\_\_\_\_ confirm that the Code of Behaviour for the school is acceptable to me as the pupil's parent(s)/legal guardian(s) and I/we shall make all reasonable efforts to ensure compliance by the pupil if s/he secures a place in the school.

**SECTION 4 – SELECTION CRITERIA FOR ADMISSION IN THE EVENT OF OVERSUBSCRIPTION**

*This information will assist in determining whether the pupil meets the admission requirements in accordance with the order of priority as set out in section 6 of the Admission Policy for St. Peter’s N.S.*

**A.**

**Names of brothers/sisters who are attending or have attended our school:**

<b>(i) Name:</b>	
<b>Year/class:</b>	
<b>(ii) Name:</b>	
<b>Year/class:</b>	
<b>(iii) Name:</b>	
<b>Year/class:</b>	
<b>(iv) Name:</b>	
<b>Year/class:</b>	

**B.**

**Name of Parent(s)/Legal guardian(s) who are past pupils of St. Peter’s N.S. Snugboro:**

<b>1.</b>	
<b>2.</b>	

**C.**

**Any other information relevant to this Application for Admission:**

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This form must be returned to: School Office, St. Peter's N.S., Snugboro, Castlebar, F23 XY33, Co Mayo **by 3:00pm on Friday 25th of February 2022.**

Any application received after this date will be treated as a late application in accordance with our Admissions Policy.

**Please note:** If your child is offered a place in the school and if you accept that place in writing, you will be required to complete an enrolment form which will seek more detailed information in relation to your child.

- ❖ Please attach an original copy of the child's birth Certificate (*which will be copied & returned to you*).
- ❖ **one proof of address** valid within three months of the date of this application e.g. utility bill, bank statement (block out transactions).

**IMPORTANT INFORMATION:**

- ❖ All of the information that you provide in this application form is taken in good faith. If it is found that any of the information is incorrect, misleading or incomplete, the application may be rendered invalid.
- ❖ Please understand that it your responsibility to inform the school of any change in contact information or circumstances relating to this application.
- ❖ For information regarding how your data is processed by the school, please see attached data privacy statement.
- ❖ Please sign below to demonstrate that you have read and understood this information.

\_\_\_\_\_  
(Parent / Legal Guardian 1)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Parent / Legal Guardian 2)

\_\_\_\_\_  
(Date)

## **Data Privacy Statement**

The information provided on this form will be used by St. Peter's N.S., Snugboro to apply the selection criteria for enrolment in Junior Infants, and to allocate school places in accordance with the School's Admission Policy and the School's Annual Admission Notice.

Where a pupil is admitted to the school, the information will be retained on the pupil's file. On acceptance of an offer of admission, this information will be entered in the School Administration System Aladdin and will be uploaded to the Primary Online Database. The Primary Online Database (POD) is a nationwide individualised database of primary school pupils, hosted by the Department of Education and Skills.

In the event of oversubscription, a waiting list of pupils whose applications for admission to St. Peter's N.S., Snugboro 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.

Where a child's name is placed on a waiting list, and the child is not admitted to the school, the information provided on this form will be retained for the duration of the school year and will be securely destroyed thereafter.

Section 66(6) of the Education (Admission to Schools) Act 2018 allows for the sharing of certain information between schools in order to facilitate the efficient admission of students. The information which may be provided to a patron or another Board of Management for this purpose may include all or any 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).