

# St. Augustine's School

## Admissions Application Form School Year 2023/24

(PLEASE PRINT OR WRITE CLEARLY)

(A) **Child's full name:** -----

**Date of birth:** ----- **PPSN:** -----

**Address at which child resides (please include Eircode):**

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(B) **Parent/Guardian Names:**

Parent/Guardian 1: ----- Parent/Guardian 2: -----

**Parent/Guardian Phone Numbers:**

Parent/Guardian 1: ----- Parent/Guardian 1: -----

**Parent/Guardian Emails:**

Parent/Guardian 1: ----- Parent/Guardian 2: -----

(C) **Name and address of current school:**

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Principal's name and phone no: -----

School email address: -----

Do you give permission for the principal of St. Augustine's School to contact the principal of student's current school should it be deemed helpful in assessing student's application?

Yes  No

Have you already attended a tour of St. Augustine's School? Yes  No

Would you like to be included on our invitation list for a **school tour** in next school year? Yes  No

- (D) Please note that, by signing this application form and accompanying consent form, you are giving permission/consent for reports, etc. concerning your child to be shared with the Special Education Needs Organiser (SENO), National Council for Special Education (NCSE), St. John of God (School Trustee), Department of Education & Skills (DES), Health Service Executive (HSE), Child Disability Network Team and other relevant bodies.

Signature: ----- Signature: -----

- (E) Date of Psych. Report: ----- Date of Application: -----

Did psychologist, OT, SLT, etc. make any recommendation re: equipment? Yes  No

What equipment? \_\_\_\_\_

If yes, has this been purchased, on behalf of student, in current school? Yes  No

If no, has application been made on student's behalf in current school? Yes  No

Our Admissions Policy, Admissions Notice and application forms are available on our school website at the following link: <https://saintaugustines.ie/policies/>

As per our Admissions policy, St Augustine's school will accept applications via **registered post** from October 3<sup>rd</sup>, 2022 and the last day for receipt of applications is March 3<sup>rd</sup>, 2023.

Please submit a copy of your child's Psychological Report (with FSIQ) **dated within 2 years** of the application date. The Psychological report should recommend a **special school placement**, if relevant, and clearly show the cognitive functioning of your child operating in the mild/high moderate IQ range of 40-70 (or 50-70 for students with an additional diagnosis of ASD). The Psychological report should also refer to the need by a student for a **bus escort** and/or access to an **SNA** if deemed necessary supports. Please include any reports which the Psychological Report states **should be read in conjunction with** the Psychological Report. Please also include a copy of your child's **birth certificate**, most recent **school report**, **proof of address** (where child ordinarily resides) and **signed GDPR consent**.

Completed Admissions Application Forms should be sent **via registered post** to:

**Principal, St. Augustine's School, Obelisk Park, Carysfort Avenue, Blackrock, A94 X8K7**

#### Checklist:

- Completed **Application Form**.
- Psychological Report** (dated within previous two years of application date) which recommends a special school placement, if relevant, and showing 1 of the following:
  - FSIQ in the **Mild** range i.e. **50-70**
  - FSIQ in the **Moderate** range i.e. **40-70**, with independent living skills at a high level
  - FSIQ in the **Mild** range i.e. **50-70** for students with an additional diagnosis of ASD in line with our Admissions Policy.
- Copy of child's **birth certificate**.
- Proof of address**, with Eircode, where the child ordinarily resides. (Must be dated within last 3 months)
- Student's most recent **school report**.
- Signed **GDPR Consent** Form. (*Please see St. Augustine's School Parents/Guardians Consent to Process Data information on next page*)
- Send application via **registered post in a post office**, to arrive from 3<sup>rd</sup> October 2022 (applications received before 3<sup>rd</sup> October will be returned). Applications not sent by registered post will also be returned in line with our Admissions Policy.

## St. Augustine's School Parents / Guardians Consent to Process data

The General Data Protection Regulation (GDPR) came into effect on 25 May 2018. The GDPR is legislation which the European Union has enacted and it increases the obligations on all organisations as to the standards they must meet when handling and storing personal data.

By submitting an application for enrolment and enrolling in and attending St. Augustine's School you acknowledge that your personal data and/or that of your child's e.g. name, gender, date of birth, address, citizenship, etc. (including special category personal data e.g. correspondence, emails, medical information, etc.) will be processed by St. Augustine's School. The purpose of this consent request is to better inform you of

- Who we are
- What personal data we collect about you and your child who is enrolled and attends our school
- How and why we use your/your child's personal data
- Who we share your/your child's personal data with
- The reasons why we share your/your child's personal data
- How long we keep your/your child's personal data
- Your rights as a Data Subject/Parent/Guardian of your child – the person about whom we collect and store personal data

Please click [here](#) to review our Data Protection Policy before completing this consent form.

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### SAINT AUGUSTINE'S SCHOOL PARENT/GUARDIAN GDPR CONSENT FORM

Please complete and return this consent form, along with your application form, so that our school may process your, and/or that of your child's, personal data as part of the enrolment process.

I/We, the parent(s)/guardian(s) of \_\_\_\_\_, \_\_\_\_\_ give  
(student name) (date of birth)

consent to St. Augustine's School to contact me, process, store and share personal data, and/or that of my child's, as detailed in Saint Augustine's School Data Protection Policy.

Signed: \_\_\_\_\_  
Parent/Guardian 1

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
Parent/Guardian 2

Date: \_\_\_\_\_

**Right to change or remove your details:** *If you discover that a data controller has details about you that are not factually correct, you can ask them to change or, in some cases, remove these details. Similarly, if you feel that St. Augustine's does not have a valid reason for holding your personal details, or that of your child's, or that they have taken these details in an unfair way, you can ask us to change, or remove these details.*