



**Iar Bhunscoil
Mhá Nuad**

**Maynooth
Post Primary School**

**Admissions Policy
(School Year 2017 - 2018)**

Maynooth Post Primary School was established in 1971 by Kildare VEC (now known as KWETB) as a co-educational school, to provide a comprehensive post-primary education in the catchment area of Maynooth. Maynooth Post Primary School welcomes and caters for students of all belief backgrounds (all faiths and none).

Maynooth Post Primary is an inclusive school. The school respects, values and accommodates diversity in the student community. The school seeks positive experiences, a sense of belonging and the achievement of academic potential for all students through the medium of English.

Students with disabilities and/or special educational needs are welcomed in Maynooth Post Primary and the school requests that parents work with the school authorities in providing all relevant information to the school to ensure the timely planning for physical and educational needs and the applications for additional resources.

First Year Admissions Policy

All applicants to the school must be eligible for a place in a Post Primary School.

Application forms for the school year 2017/2018 will be available from **Tuesday, 18th October, 2016..**

The closing date for receipt of all applications for the school year 2017/2018 will be **Friday, November 11th 2016 at 3pm.**

KWETB has determined the number of First Years to be enrolled for 2017/18 academic year to be 170. The Principal reserves the right to assign students to classes throughout the school.

In the event of the number of applications being greater than the number of places available the following criteria will be applied in the following order for the allocation of these places.

1. Applicants as follows;
 - a. Siblings of existing / past students,
 - b. Children of past students who attend Primary schools in Maynooth, Mulhussey, Kilcloon, Rathcoffey and Straffan,
 - c. Children of staff of Maynooth Post Primary School
2. Applicants living in the catchment area of Maynooth (see attached map), and attending Primary Schools in Maynooth.
3. Applicants living in the catchment area of Maynooth (see attached map), and attending Primary Schools in Mulhussey, Kilcloon, Rathcoffey and Straffan.

4. Applicants living in the catchment area of Maynooth (see attached map), and attending Primary School outside the catchment area.
5. Applicants living in Rathcoffey, Straffan and Maynooth ,outside the catchment area of Maynooth (see attached map), and attending Primary schools in Rathcoffey, Straffan or Primary Schools in the catchment area of Maynooth.
6. Children of past students who do not attend Primary schools in Maynooth, Mulhussey, Kilcloon, Straffan and Rathcoffey
7. Children of staff of the Primary schools within the catchment area of Maynooth (see attached map), and children of staff of Maynooth University.
8. Applicants attending Primary Schools in the catchment area of Maynooth (see attached map), and living outside the catchment area of Maynooth.
9. All other applicants who wish to avail of education through the medium of English.
10. Late Applicants i.e. applications forms received after 3.00 p.m. on Friday, 11th November, 2016.
 - Maynooth Catchment Area is defined on attached Map.

In the event of applications in any of the above categories being greater than the number of places available, a Lottery will be used to allocate these places.

Procedures for the conduct of this Lottery will be determined by the Board of Management.

See Appendix 1 re Conduct of Lottery.

In the event of an application for a place in the school received after the closing date, **Friday 11th November, 2016 at 3.00pm**, the application will be placed on the waiting list after the Lottery has been conducted as in Appendix 1. All late applicants will be placed on a waiting list as per category 10 above, in order according to the date and time applications were received.

All Applicants will be informed within 21 days from the closing date for receipt of application whether their application has been successful or not, provided that all documentation requested has been supplied to the School Principal.

In the event of an Applicant being refused enrolment he/she will be informed of the right to appeal under Section 29 of the Education Act 1998.

The Appeal is made to KWETB and finally to the Department of Education & Skills.

Appeal forms will be posted to any applicant whose enrolment has been refused.

Appeal forms are, also, available on request from the School Principal

Policy approved by Board of Management

Date: 4th October, 2016

Signed by Chairperson on behalf of Board of Management: _____ Cllr. B. Weld