Lumcloon National School

Lumcloon
Cloghan
Birr
Co. Offaly
R42 Y744

Tel: 057 9345224
Email: office@lumcloonns.ie
Roll No.: 18777Q

www.lumcloon.net

Enrolment Form
Lumcloon National School

Any information you give on this form will be treated with the strictest confidence and only used for the benefit of your child.
Your application cannot be considered as complete unless you enclose all relevant documents.
All data collected on these forms is in line with the school's Admission and Data Protection Policies which can be accessed on the school website - www.lumcloon.net

Child's Surname: _____ Child's Forename: _____

Child's birth cert surname if different from above: _____ *Child's birth cert forename if different from above:* _____

Date of Birth: _____ Nationality: _____

In the case of dual citizenship please specify both nationalities.

PPSN: _____ Gender: _____

Is one of the pupil's mother tongues (i.e. language spoken at home) Irish or English? **Yes** ☐ **No** ☐

Address at which child normally resides: _____

_____

Father's Name: _____ Mother's Name: _____

Mother's Birth Surname: _____

Contact Numbers:

Home: _____ Home: _____

Work: _____ Work: _____

Mobile: _____ Mobile: _____

Email: _____ Email: _____

Eircode: _____

Previous school/preschool (if any): _____ Current class if transferring from another school: ☐

Reason for transfer: _____

Has an exemption from Irish been granted? **Yes** ☐ **No** ☐

Was your child in receipt of extra learning support? **Yes** ☐ **No** ☐

If so, please specify: _____

Relevant medical history: _____

_____

Family Doctor: _____

In the unlikely event you cannot be reached on the numbers above, please list another emergency contact person and number.

Name: _____ No: _____

Mobile number for Lumcloon NS "Text-a-Parent" service. (one number only) No: _____

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Does any legal order under Family Law exist that the school should be aware of? **Yes** ☐ **No** ☐

Any other relevant information: **Yes** ☐ **No** ☐

If YES please inform the school of the relevant details. All information will be treated with the utmost confidence

Please attach a copy of all assessments relating to your child's development and/or educational needs if such reports exist
e.g. Speech/Language, Occupational Therapy, Psychological reports etc.

The following is optional information you may wish to include.

Religion: _____

Additional Information

It is school policy to send all correspondence regarding pupils to the address at which the child generally resides. However, in the case of parents requiring separate communications, please contact the school.

Private and Confidential

In our school we endeavour to provide the highest standards of pastoral care for your child. In order to achieve this, it is vital that the school be informed of any relevant situation regarding health, bereavement, domestic circumstances etc. Such information may be detailed here or alternatively you may contact the principal teacher or your child's class teacher directly. Any information will of course, be treated in the strictest confidence.

Please attach a copy of all assessments relating to your child's development and/or educational needs if such reports exist and have not already been submitted as part of a pre-enrolment process. e.g. Speech/Language, Occupational Therapy, Psychological reports etc.

I/We have read and agree to support the implementation of the Code of Behaviour of Lumcloon National School, and my/our child will be instructed and encouraged to adhere to all relevant school policies.

Parents' Signatures: _____ _____

Date: _____

Please check you have included the following with this enrolment form if not already submitted.

Completed Department of Education POD form: ☐ *Birth Cert:* ☐
Assessment Reports (if applicable): ☐ *Baptismal Cert (if applicable):* ☐

To:

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The Chairperson, Board of Management and Teachers,
Lumcloon National School

1. This is to acknowledge that I/we have requested the Board of Management and Teachers to allow my/our children

   Name(s) of Child/Children

   _____

   To occasionally leave the school as it arises with our written permission where they will be accompanied by a parent or nominated adult. We are aware that some accident may befall our child on his/her way to or from the school, and we hereby absolve and release the Board of Management and Teachers from all claims in respect of any injury, loss or accident which may be suffered by our child during their absence from school.

2.

   a. That **work produced by my/our child** may be displayed in a public forum approved of by the school e.g. school web site, school Facebook/Twitter accounts, newspaper articles, competitions etc.

      I/We consent ☐ ***I/We do not consent*** ☐

      I/we understand that we may withdraw consent at any time.

   Signed:

   Parent/Guardian _____ Date: _____

   Parent/Guardian _____ Date: _____

   b. That **photographs which include my/our child** may also be displayed in a public forum approved of by the school e.g. school web site, school Facebook/Twitter accounts, newspaper articles, communion posters etc.

      I/We consent ☐ ***I/We do not consent*** ☐

      I/we understand that we may withdraw consent at any time.

   Signed:

   Parent/Guardian _____ Date: _____

   Parent/Guardian _____ Date: _____

From time to time outside agencies such as the GAA, Community Games etc. request information on pupils. As part of the Data Protection Acts 1988 to 2018 and the EU General Data Protection Regulation (GDPR) we are required to seek your permission to pass on this information and will do so as the need arises.

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c. At various times during the school year, pupils will be going on school trips, church practices etc. accompanied by their teacher(s). Please tick if you give permission for your child/children to go on these trips for the duration of their time in the school. (You will be informed of these in advance.)

I/We give permission ☐ ***I/We do not give permission*** ☐

Signed:

Parent/Guardian _____ Date: _____

Parent/Guardian _____ Date: _____

d. In the event of a ***critical incident*** (e.g. death of a staff member/student or serious incident in the school resulting in severe injury etc.) which affects the pupils in our school do you give permission for outside agencies such as National Educational Psychological Services (NEPS) or the HSE to provide group support/counselling to your child/children?

I/We give permission ☐ ***I/We do not give permission*** ☐

Signed:

Parent/Guardian _____ Date: _____

Parent/Guardian _____ Date: _____

Please return this completed form to

The Principal
Lumcloon National School
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Before the closing date for applications as outlined on our Annual Admission Notice on the school website www.lumcloon.net

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Pupil Information required for Department of Education Primary Online Database

The Department of Education has developed an electronic database of primary school pupils called the Primary Online Database (POD) which involves schools maintaining and returning data on pupils to the Department at individual pupil level on a live system. The database allows the Department to evaluate progress and outcomes of pupils at primary level, to validate school enrolment returns for grant payment and teacher allocation purposes, to follow up on pupils who do not make the transfer from primary to post primary level and for statistical reporting.

The database will hold data on all primary school pupils including their PPSN, First Name, Surname, Name as per Birth Certificate, Mother's Birth Surname, Address (including Eircode), Date of Birth, Gender, Nationality, whether one of the pupil's mother tongues is English or Irish, whether the pupil is in receipt of an Exemption from Irish and if so the reason for same, and whether the pupil is in a Mainstream or Special Class. The database will record the class grouping and standard the pupil is enrolled in. The database will also contain, on an optional basis, information on the pupil's religion and on their ethnic or cultural background. **In order to assist with the gathering of data please complete this form in CAPITAL LETTERS and return to the school. The second page of this form will be retained by the primary school.**

Class into which child will to be enrolled _____

Current Standard

Junior Infants ☐ **Senior Infants** ☐ **First Class** ☐

Second Class ☐ **Third Class** ☐ **Fourth Class** ☐

Fifth Class ☐ **Sixth Class** ☐ **Special Class** ☐

Pupil Forename: _____ **Pupil Surname:** _____

PPSN of Pupil _____ **Mother's Birth Surname** _____

Pupil's Date of Birth _____ **Pupil's Gender: Male** ☐ **Female** ☐

Birth Cert Forename (if different from name above) **Birth Cert Surname** (if different from name above)

_____ _____

Pupil Address _____

_____

_____

Eircode

			/				

County _____

(See https://finder.eircode.ie/ for Eircode)

Nationality _____ (In the case of dual citizenship, please specify both nationalities)

Is one of the pupil's mother tongues (i.e. language spoken at home) Irish or English?

Yes ☐ **No** ☐

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Optional Pupil Information requested for Department of Education Primary Online Database

The Department has consulted with the Data Protection Commissioner in relation to the collection of individual pupil information for the Primary Online Database. Both religion and ethnic and cultural background are special category data under the General Data Protection Regulation (GDPR). These questions are optional. While these questions are optional, the information would be very useful to the Department for statistical and research purposes. Aggregated information on Ethnic/Cultural background will be used to track the progress of these groups, and to compare their progress with other groups, thereby identifying gaps in the system and assisting in the development and implementation of appropriate policies and interventions. Aggregated information on religion will be used for statistical purposes only. Parents/guardians are asked, if they wish to do so, to identify their children's religion and ethnic background, and to consent for this information to be transferred to the Department of Education. This page of the form will be retained by your primary school.

To which ethnic or cultural background group does your child belong (please tick one)?

(Categories based on the Census of Population)

White Irish	☐	**Irish Traveller**	☐	**Roma**	☐
Any other White Background	☐			**Black or Black Irish - African**	☐
Black or Black Irish - Any other Black Background	☐			**Asian or Asian Irish – Chinese**	☐
Asian or Asian Irish - Any other Asian background	☐			**Other (inc. mixed background)**	☐
No consent	☐				

What is your child's religion?

Roman Catholic	☐	Church of Ireland (Anglican)	☐	Presbyterian	☐
Methodist, Wesleyan	☐	Jewish	☐	Muslim (Islamic)	☐
Orthodox (Greek, Coptic, Russian)	☐	Apostolic or Pentecostal	☐	Hindu	☐
Buddhist	☐	Jehovah's Witness	☐	Lutheran	☐
Atheist	☐	Baptist	☐	Agnostic	☐
Christian Religion (not further defined)	☐	Protestant	☐	Evangelical	☐
Other Religions	☐	No Religion	☐	No Consent	☐

I consent for the special category in the two questions above to be stored on the Primary Online Database (POD) and transferred to the Department of Education and Skills and any other primary schools my child may transfer to during the course of their time in primary school.

Signed: _____ **Date:** _____

Parent/Guardian

Please complete this form and return to your primary school. For further information on POD please go to the Department of Education's website www.education.ie