



# Presentation Secondary School (Meánscoil na Toirbhirte)

## APPLICATION FOR ENROLMENT First Year 2024

Please complete in block capitals

### SECTION 1: STUDENT DETAILS

Student's Surname: (as per birth cert.) \_\_\_\_\_

Student's Christian Name(s) (as per birth cert.) \_\_\_\_\_

Student's Full Name known as: \_\_\_\_\_

Country of Birth: \_\_\_\_\_ Nationality: \_\_\_\_\_

Passport: Irish  Other  Please specify \_\_\_\_\_

Date of Birth: Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

Student's Full Postal Address: \_\_\_\_\_

\*EIRCODE (requested by DES) \_\_\_\_\_

\*Student's P.P.S. Number:

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PLEASE DO NOT  
LEAVE BLANK

(This number is available from your local Health Board/Social Welfare Office and is essential to register your daughter with the Department of Education & Skills)

Primary School presently being attended: \_\_\_\_\_

### SECTION 2: PARENT(S)/GUARDIAN(S) DETAILS

<b>Relationship to student:</b> Mother [ ] Father [ ] Guardian [ ] Other [ ] Please specify:	<b>Relationship to student:</b> Mother [ ] Father [ ] Guardian [ ] Other [ ] Please specify:
<b>First Name:</b>	<b>First Name:</b>
<b>Surname:</b>	<b>Surname:</b>
<b>Maiden Name of Mother:</b>	
<b>Mobile No:</b>	<b>Mobile No:</b>
<b>Home No:</b>	<b>Home No:</b>
<b>Work No:</b>	<b>Work No:</b>
<b>Email address:</b>	<b>Email address:</b>

**SISTER(S) PRESENTLY IN THIS SCHOOL:**

NAME & YEAR \_\_\_\_\_

NAME & YEAR \_\_\_\_\_

**SISTER(S) WHO ARE PAST PUPILS OF THIS SCHOOL:**

NAME(S) \_\_\_\_\_

MOTHER PAST PUPIL OF THIS SCHOOL? YES  NO

**SECTION 3: SPECIAL CLASS – Autistic Spectrum Disorder**

Please ONLY complete if you are applying for this special class.

Please confirm if this application is being made for:  ASD class: <input type="checkbox"/>
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*“I/We wish to make application for our daughter to attend the above Post-Primary School from September next.*

**SIGNATURE OF BOTH PARENTS/GUARDIANS:**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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<b>ADMISSIONS NOTICE</b>	
All applications to the <b>First Year Group</b> will only be accepted after:	<b>Friday 6<sup>th</sup> October 2023</b>
The closing date for receipt of applications:	<b>Friday 17<sup>th</sup> November 2023 on/before 1:00pm.</b>
Notification of an offer of a place or refusal of admission by:	<b>Friday 24<sup>th</sup> November 2023</b>
Successful applicants to the First Year Group must confirm their acceptance of an offer of admission by completing and returning the Acceptance Form on or before:	<b>Friday 8<sup>th</sup> December 2023</b>

Applicants should read the school's Admission Policy, which is available on [www.presmitchelstown.ie](http://www.presmitchelstown.ie) prior to completing the application form. The information requested on the application form is required in order to process your application for admission to the school. The information provided by you will be treated confidentially and processed in line with the school's Admission Policy. Any personal data provided on this form will be used to (i) identify applicants (ii) process an application in line with the school's admissions policy (iii) communicate with parents/guardians in respect of an application (iv) notify parents/guardians of the outcome of an application. The information will be retained for an appropriate period thereafter to address any potential queries arising from the application process or added to the student's school file in the case of successful applicants. In accordance with section 66(6) of the Education Act 1998, as amended, personal data relating to applications for admission may be shared with the board of management of another school or the patron in order to facilitate the efficient admission of students. This information may include the date on which an application was received by the school, the date on which an offer was made and the date on which an offer was accepted. Personal information concerning applicants may also be shared, including their name, address, date of birth and PPS number. Further information on the handling of your personal data, including how to exercise your rights under GDPR, is set out in the school's Data Protection Policy, which is available on [www.presmitchelstown.ie](http://www.presmitchelstown.ie)

<b>For office use only</b>	
<b>Date received:</b> ___ / ___ / 2023	<i>School stamp</i>