

**For Office use Only:**

**Office Stamp:**

School Staff Code: \_\_\_\_\_

Category:

1  2  3  4  5  6  7  8  9  10  11



**1<sup>st</sup> Year Application for 2025/2026**

This is an application form. It does not guarantee a place in Portmarnock Community School. Please complete the form carefully using **BLOCK CAPITAL LETTERS.**

**Please fill in the Application below:**

**Student Details:**

First name of Student: \_\_\_\_\_ Surname of Student: \_\_\_\_\_

Mother's maiden name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ PPSN: \_\_\_\_\_

Gender: Male  OR Female

Birth Certificate Forename (If different to above): \_\_\_\_\_

Address of student: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Eircode: \_\_\_\_\_

Country of birth of student: \_\_\_\_\_ Nationality: \_\_\_\_\_

Present primary school: \_\_\_\_\_

**Note: Students living in Portmarnock must provide proof of address in the form of two recent utility bills. (Two different providers) The bills must be provided at the time of application.**

Two recent utility bills attached from **Two different providers:** Yes  OR No

\_\_\_\_\_

### Family Details:

Is another member of the student's **immediate family** a current pupil or past pupil of Portmarnock Community School? If yes, please give details below:

Name: \_\_\_\_\_

Current Tutor Class or Years attended \_\_\_\_\_

Relationship: \_\_\_\_\_

Name: \_\_\_\_\_

Current Tutor Class or Years attended \_\_\_\_\_

Relationship: \_\_\_\_\_

Is there a **second application for a sibling** looking to attend Portmarnock Community School in 2024 - 2025?  
If yes, please give details below:

Name: \_\_\_\_\_

\_\_\_\_\_

### Student's Parent(s)/Legal Guardian(s):

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile number: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile number: \_\_\_\_\_

Email address: \_\_\_\_\_

Correspondence should be addressed to: Mother  Father  or both Parent/ Guardians

\_\_\_\_\_

### ASD CLASS - Please only complete this section if you are applying for the ASD Class for September 2024

The ASD Class in Portmarnock Community School teaches students who meet the following criteria set by the Department of Education & Science (DES):

- Diagnosis of autism which meets DSM IV, DSM V, or ICD 10 criteria, irrespective of intellectual ability and professional indication that pupil requires this type of support. The sanctioned class is intended to meet the needs of pupils with complex educational needs arising from their diagnosis of autism.
- Additionally, in accordance with DES Circular Sp Ed 09/99, arrangements must be made for integration of children with special educational needs attending special classes into mainstream classes, as appropriate to the child's level of needs and attainments.

Please confirm that this application is being made for the ASD Class in Portmarnock Community School

Where the student is seeking a place in the ASD Class, please provide details of the special educational needs of the student in line with the DES criteria above, including an Educational/Clinical Psychologist's report.

**"I declare that all of the above information provided is true and correct"**

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

Print Name: \_\_\_\_\_

**"I have read and understood the Admission Policy posted on PCS Website"**

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

Print Name: \_\_\_\_\_

**Data Protection:**

The personal data required from you on this admissions form (part 1) is required for the purposes of:-

- Fulfilling our legal obligation to provide an education to students
- Student enrolment and student registration
- Allocation of teachers and resources to the school
- School administration
- To fulfil our other legal obligations
- To process appeals, resolve disputes and defend litigation etc.

You have the following statutory rights that can be exercised at any time:

- a) Right to complain to the supervisory authority.
- b) Right of access.
- c) Right to rectification.
- d) Right to be forgotten.
- e) Right to restrict processing.
- f) Right to data portability.
- g) Right to object and automated decision making/profiling.

For further information please see our school Data Protection Policy on our website [link]. Should you wish to discuss anything in regard to Data Protection, please contact the Principal via the school office email

**No Later than Friday 25th October 2024 at 1pm**

Application forms received after the closing date will immediately fall into Category 11 on the Prioritisation of Applicants list.

Neither the issue of this application form, nor its completion, guarantee an applicant a place in this school. The Board of Management reserves the sole right and discretion to allocate places in accordance with its Admissions Policy.

This admission form is to be completed by a Parent or Legal Guardian of the 6th Class Student. At least one lawful Parent/ Guardian must sign this form.