

[SCHOOL NAME]
ANNUAL ADMISSION NOTICE

in respect of admissions to the 20__/__/__ (*insert school year concerned*) school year

Admission Policy and Application Form

A copy of the school's **Admission Policy** and the **Application Form for Admission** for the [*insert school year*] is available as follows: –

To download at: [www.\[schoolwebsiteaddress\]](http://www.[schoolwebsiteaddress])

On request: By emailing [*school email address*] or writing to: [*school office address*]

PART 1 - Admissions to the 20__/__/__ [*insert school year concerned*] school year. Application and Decision Dates for admission to the 20__/__/__ [*insert school year concerned*]

The following are the dates applicable for admission to junior infants/first year (delete as appropriate):

The school will commence accepting applications for admission on	
The school shall cease accepting applications for admission on	
The date by which applicants will be notified of the decision on their application is	
The period within which applicants must confirm acceptance of an offer of admission is*	

***Failure to accept an offer within the prescribed period above may result in the offer being withdrawn.**

Note: the school will consider and issue decisions on late applications in accordance with the school's Admission Policy.

Special Class Application and Decision Dates for admission to the 20__/__/__ [*insert school year concerned*] school year

The following are the dates applicable for admission to the school's special class which caters for children with [*insert details of category/categories of special education needs catered for in the class*]:

The school will commence accepting applications for admission to the special class on	
The school shall cease accepting applications for admission to the special class on	
The date by which applicants will be notified of the decision on their application for admission to the special class is	
The period within which applicants must confirm acceptance of an offer of admission to the special class is*	

***Failure to accept an offer within the prescribed period above may result in the offer being withdrawn.**

Number of places being made available in the 20__/__ [insert school year concerned] school year

The number of available places in junior infants/first year (delete as appropriate) ^	
The number of residential places is (boarding schools only)	
The number of non-residential places is (boarding schools only)	
The number of places being made available in the special class catering for children with [insert category or categories of special education catered for in the special class] -	

^ Include A or B below, as appropriate, if:

- The school had made offers of places in respect of the 20__/__ school year and these offers were accepted prior to the commencement of Section 62 of the Education (Admission to Schools) Act, 2018 on 1 February 2020, or
- If the school has a waiting list in place prior to 1 February 2020, and intends to prioritise admissions based on this list.

It should be deleted in all other instances.

A. [School Name] has made offers of school places which have been accepted prior to the commencement of Section 62 of the Education (Admission to Schools) Act 2018 on 1 February 2020. The total number of school places in junior infants/first year is _____. The number of school places offered and accepted prior to 1 February 2020 for this group for the 20__/__ is _____. Therefore the number of places being made available for 20__/__ is _____.

B. Prior to the commencement of Section 62 of the Education (Admission to Schools) Act, 2018 on 1 February 2020, [School Name] has compiled a waiting list and provided written confirmation to applicants that they are on this list. The total number of school places in junior infants/first year is _____. The number of applicants on the waiting list is _____. Waiting lists will cease in February 2025.

- If the school has a number of classes that cater for different categories of special education needs, details of the numbers of places for each special class must be provided.

PART 2 - Admissions to the [insert previous school year] school year

(This section should only be completed if your school intake group/special class was oversubscribed in the previous school year)

Information regarding the admission process for the Intake Group for [junior infants/ first year]/[special class] for the 20__/__ school year

In respect of the 20__/__ [insert school year prior to that to which the admission notice applies] school year, the total number of applications for admission received by the school was _____.

Breakdown of places allocated for the 20__ / __ school year:	
Number of places available	
Number of applications received	
Number of offers made and accepted under each criteria	<p>A description of each criterion used and the number of places offered and accepted under that criterion must be entered here.</p> <p>Example, as follows: Criterion One: Applicants living in the catchment area – 40 places offered, 38 places accepted. Criterion Two: Applicants with siblings attending the school – 20 places offered, 20 places accepted.</p>
Total number of offers made	
Number of names placed on waiting list	