



## Assistive Technology (Circular 0010/2013)

### Appeal by school

#### DATA PRIVACY STATEMENT

The main purpose for which the Department requires the personal data provided by you is facilitate the allocation of assistive technology in line with the scheme and process appeals. The personal data provided is shared between the Department and the NCSE. The privacy notice outlining further information in relation to this form can be found at <https://www.education.ie/en/The-Department/Data-Protection/gdpr/>.

Full details of the Department's data protection policy setting out how we will use your personal data or that of the child as well as information regarding your rights as a data subject are available at <https://www.education.ie/en/The-Department/Data-Protection/>. Details of this policy and privacy notice are also available in hard copy upon request from the following address : Special Education Section, Department of Education and Skills, Cornamaddy, Athlone, Co. Westmeath N37 X659.

#### A. Pupil Details

<b>Name of pupil</b>	
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#### B. School Details

<b>Name of School</b>		
<b>Address of School</b>		<b>Eircode</b>
<b>School Roll Number</b>		

#### C. Description of Appeal (tick one)

An appeal against a refusal by the Department of Education and Skills to sanction an assistive technology grant to a school on the grounds that it does not fulfil the criteria set out in Circular 0010/2013.

Other (e.g. Where an Assistive Technology grant has been sanctioned, but the school wishes to appeal the amount of the grant, or the specific equipment for which sanction has been granted) – please provide further details below.

**Where "other" is selected above, please briefly outline below the basis for the appeal – personal information on the pupil, including details of their specific disability/special educational need should not be provided.**

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<b>Signed by Principal:</b>		<b>Date:</b>	
<b>Phone number:</b>	(It may be necessary to contact you to discuss the appeal)		
<b>Email address:</b>			

Once completed, appeal form to be submitted to:

**Primary or Special Schools (and Post-Primary Schools where the application is for audiological equipment):**

The Higher Executive Officer, (Assistive Technology) Special Education Section, Department of Education and Skills, Athlone, Co. Westmeath N37 X659

**Post Primary Schools:**

The Higher Executive Officer (Assistive Technology) Schools Division Financial, DES, Cornamaddy, Athlone N37 X659

**IMPORTANT:** The purpose of this form is to allow the Department consider an appeal from a school where assistive technology has not been granted, or where it has been granted but the school wishes to appeal the amount of the grant, or the specific equipment provided. The original application form and/or professional reports supplied to the SENO should not be re-submitted with this appeal form. In the event that new or updated reports are available, these may be submitted to SENO in support of a new application. An appeal of the decision not to award Assistive Technology can only be based on the information on which the original decision was made.