

Coláiste an Eachréidh  
Baile Átha an Rí  
Co. na Gaillimhe  
H65 WD54



## **FOIRM IARRATAIS AR LIGEAN ISTEACH – 2021/2022**

### **APPLICATION FORM FOR ADMISSION - 2021/2022**

Níl san fhoirm seo ach foirm iarratais ar ligean isteach agus ní hionann í agus tairiscint áite, biodh tairiscint intuigthe i gceist nó tairiscint eile. Ní chiallaíonn úsáid an fhocail 'scoláire' ar fud na Foirme Iarratais seo go meastar gur glacadh leis an duine a bhfuil an t-iarratas seo á dhéanamh ina leith mar scoláire de chuid Choláiste an Eachréidh.

*This is an application form for admission and does not constitute an offer of a place, implied or otherwise. Use of the word 'student' throughout this Application Form does not imply that the person on whose behalf this application is being made is regarded as having been accepted as a student of Coláiste an Eachréidh*

**Glacfar le foirmeacha iarratais ón:**

Completed applications will be accepted from:

**04/10/2021**

**Is é an dáta deiridh ar an nglacfar le hiarratais:**

The closing date for receipt of applications is:

**05/11/2021**

**Ba chóir na Foirmeacha Iarratais go léir agus na cáipéisí a ghabhann leo a sheoladh chuig:**

All Application Forms and accompanying documentation should be sent to:

**Úsáid oifige amháin**

For office use only

**An Príomhoide  
Coláiste an Eachréidh  
Bóthar Thuama  
Baile Átha an Rí  
Co. na Gaillimhe  
H65 WD54**

**Dáta a bhfuarthas an fhoirm:**

Date received:

\_\_\_\_/\_\_\_\_/\_\_\_\_

**Stampa na Scoile:**

School Stamp:

**Féach chuige le do thoil go gcuirfidh tú na cáipéisí seo a leanas ar ais chuig an scoil chun an t-iarratas a thabhairt chun críche:** Please ensure you return the following documents to the school to complete the application:

**An bunleagan den teastas breithe fada (agus cóip de freisin)**

An original long birth-certificate (together with a copy)

**Cruthúnas ar sheoladh baile agus é faighte agat le déanaí (ní ghlacfar ach le billí fóntais cláraithe nó ráitis bhainc a eisíodh le trí mhí anuas, in ainm an tuismitheora/na dtuismitheoirí nó an chaomhnóra/na gcaomhnóirí.** Recent proof of address (only registered utility bills or bank statements dated within the last three months and in the name of the parent(s)/guardian(s) will be accepted).

Cuir tic leis an mBliainhrúpa a bhfuil an scoláire ag cur isteach air: Please tick the Year Group the student is applying to enter:

- |  |   |
|--|---|
| <input type="checkbox"/> An Chéad Bhliain/First Year | <input type="checkbox"/> An Idirbhliain/Transition Year |
| <input type="checkbox"/> An Dara Bliain/Second Year  | <input type="checkbox"/> An Cúigiú Bliain /Fifth Year   |
| <input type="checkbox"/> An Tríú Bliain/Third Year   | <input type="checkbox"/> An Séú Bliain/ Sixth Year      |

Líon isteach gach roinn den iarratas seo a leanas le BLOCLITREACHA le do thoil  
Please complete all sections of the following application using BLOCK CAPITALS

**ROINN 1 – SONRAÍ AN TÉ A BHFUIL IARRATAS Á DHÉANAMH INA LEITH**  
SECTION 1 - PROSPECTIVE STUDENT DETAILS

*Sonraí an duine óig a bhfuil an t-iarratas seo á dhéanamh ina leith.*  
*Details of the young person for whom this application is being made.*

<b>Céadainm:</b> First Name:									
<b>Dara hAinm:</b> Middle Name:									
<b>Sloinne:</b> Surname									
<b>Seoladh an Scoláire:</b> Student Address:									
<b>Éirchód:</b> Eircode:									
<b>UPSP:</b> PPSN									
<b>Dáta Breithe:</b> Date of Birth:	<b>Lá /Day</b>		<b>Mí /Month</b>		<b>Bliain / Year</b>				

**ROINN 2 – SONRAÍ FAOI THUISMITHEOIR/CAOMHNÓIR**  
SECTION 2 – DETAILS OF PARENT/GUARDIAN

***NÍ GÁ*** an roinn seo a chomhlánú sa chás ina bhfuil 18 mbliana slánaithe ag an scoláire, mura rud é gur mhaith leis nó léi go ndéanfadh an scoil cumarsáid le tuismitheoir/caomhnóir an scoláire faoin iarratas seo, in ionad teagmháil dhíreach a dhéanamh leis an scoláire féin. Iarrtar an fhaisnéis seo chun teagmháil a dhéanamh faoin iarratas seo. Má luaitear níos mó ná ainm amháin ach gurb é an seoladh céanna a bheidh ag gabháil leis an dá ainm, ní eiseofar ach aon litir amháin agus cuirfear an litir sin chuig an mbeirt.

*This section is NOT required to be completed where the student is over 18, unless s/he wishes the school to communicate with his/her parent/guardian about this application instead of directly with the student. The information is sought for the purposes of making contact about this application. If more than one name is given but the address is the same, only one letter will issue and will be addressed to both individuals.*

	Tuismitheoir/Caomhnóir 1 Parent / Guardian 1	Tuismitheoir/Caomhnóir 2 Parent / Guardian 2
<b>Teideal: Prefix: (e.g. Mr. / Ms. / Ms. etc.)</b>		
<b>Céadainm: First Name</b>		
<b>Sloinne: Surname</b>		
<b>Seoladh: Address:</b>		
<b>Éirchód: Eircode:</b>		
<b>Uimhir theileafóin Telephone Number:</b>		
<b>Seoladh ríomhphoist: Email Address:</b>		
<b>Gaol leis an scoláire: Relationship to student:</b>		

**ROINN 3 – CÓD IOMPAIR NA SCOLÁIRÍ**  
SECTION 3 – STUDENT CODE OF BEHAVIOUR

Dearbhaigh, le do thoil, go nglacann tusa, i do cháil mar thuismitheoir/caomhnóir, le Cód Iompair na Scoláirí agus go ndéanfaidh tú gach iarracht réasúnta lena chinntiú go gcloífidh an Scoláire leis más rud é go bhfaighidh sé nó sí áit sa scoil. Tabhair do d'aire go bhfuil an Cód Iompair le fáil ar [www.colaisteaneachreidh.com](http://www.colaisteaneachreidh.com) nó ó oifig na scoile.

Please confirm that the Student Code of Behaviour is acceptable to you as a parent/guardian and that you shall make all reasonable efforts to ensure compliance of same by the student if s/he secures a place in the school. Please note that the Code of Behaviour can be found at [www.colaisteaneachreidh.com](http://www.colaisteaneachreidh.com) or from the school office.

Dearbháimse, \_\_\_\_\_, go nglacaim le Cód Iompair na scoile agus go ndéanfaidh mé gach iarracht réasúnta, i mo cháil mar thuismitheoir/caomhnóir, lena chinntiú go gcloífidh an scoláire leis más rud é go bhfaighidh sé nó sí áit sa scoil.

I \_\_\_\_\_ confirm that the Code of Behaviour for the school is acceptable to me as the student's parent/guardian and I shall make all reasonable efforts to ensure compliance by the student if s/he secures a place in the school.

**ROINN 4 – RIALACHA MAIDIR LEIS AN AOIS ÍOSTA CHUN DUL CHUIG AN MEÁNSCOIL**  
**SECTION 4 – RULES ON MINIMUM AGE FOR ENTRY INTO SECONDARY SCHOOL**

Faoi alt X den cháipéis 'Rialacha agus Clár na Meánscoileanna 2004/05' de chuid na Roinne Oideachais agus Scileanna *ciallaíonn dalta aitheanta "dalta atá 12 bhliain d'aois ar a laghad an 1<sup>ú</sup> lá de Eanáir den scoilbhliain."* Chomh maith leis sin, faoi roinn V, éilítear ar Phríomhoide "*sliocht deimhnithe as clár poiblí breitheanna*" a fháil. Dá bhrí sin, ní mór don scoil féachaint ar theastas breithe fada an linbh chun a mheas an gcomhlíonann sé nó sí an ceanglas sin.

Under section X of the Department of Education and Skills' Rules and Programme for Secondary Schools 2004/05, "A recognised pupil means a pupil who is not less than 12 years of age on the 1<sup>st</sup> day of January of the school year." Also, section V requires a Principal to obtain a "certified extract from" the "public register of births." Therefore, the school requires sight of the child's long-form birth certificate in order to assess whether s/he meets the requirement.

**Cuir tic sa bhosca le do thoil lena dheimhniú go bhfuil teastas breithe bunaidh fada an linbh agus fótachóip de iniata leis an bhFoirm Iarratais seo agat:** Please tick the box to confirm that you enclose the child's original long-form birth certificate and a photocopy of same with this Application Form:

**Cuirim faoi iamh leis an bhFoirm Iarratais seo teastas breithe bunaidh fada an linbh agus fótachóip de. (Seolfar an bhunchóip ar ais chugat.)** I enclose the child's original long-form birth certificate and a copy of same with this Application Form. (The original will be returned to you.)

**ROINN 5 – CRITÉIR ROGHNÚCHÁIN MAIDIR LE LIGEAN ISTEACH I gCÁS LIOSTA FEITHIMH A BHEITH ANN**  
**SECTION 5 – SELECTION CRITERIA FOR ADMISSION IN THE EVENT OF OVERSUBSCRIPTION**

**Cuideoidh an fhaisnéis seo lena chinneadh an gcomhlíonann an scoláire na riachtanais ligin isteach de réir an oird tosaíochta a leagtar amach sa roinn is infheidhme de Chuid B den Bheartas Ligin Isteach i leith Choláiste an Eachréidh.**

This information will assist in determining whether the student meets the admission requirements in accordance with the order of priority as set out in the applicable section of Part B of the Admission Policy for Coláiste an Eachréidh

**A. Iarrtar ort seoladh an scoláire a dhearbhú lena chinneadh an bhfuil cónaí air nó uirthi sa scoilcheantar. Tabhair do d'aire le do thoil go mbeidh cruthúnas ar sheoladh, a eisíodh le déanaí, ag teastáil chun tacú leis an bhfaisnéis sin. (Ní ghlacfar ach le billí fóntais cláraithe nó ráitis bhainc a eisíodh le trí mhí anuas, in ainm an tuismitheora/na dtuismitheoirí nó an chaomhnóra/na gcaomhnóirí.)** Please confirm the student's address for the purpose of determining whether s/he resides in the catchment area. Please note that recent proof of address will be required in support of this. (Only registered utility bills or bank statements dated within the last three months and in the name of the parent(s)/guardian(s) will be accepted.)

**Seoladh:**

**Address:**

**B. Má tá aon deartháireacha nó deirfiúracha leis an scoláire sa scoil faoi láthair, ainmnigh iad agus luaigh cén bhliain ina bhfuil siad.**

If the student currently has any siblings in this school, please indicate their names and current year of study.

<b>(i) Ainm/Name</b>	
<b>Bliain/Year</b>	
<b>(ii) Ainm/Name</b>	
<b>Bliain/Year</b>	
<b>(iii) Ainm/Name</b>	
<b>Bliain/Year</b>	

**C. Má bhí aon deartháireacha nó deirfiúracha leis an scoláire sa scoil san am atá caite, ainmnigh iad agus luaigh cén tréimhse inar fhreastail siad ar an scoil.**

If the student has previously had any siblings in this school, please indicate their names and years of attendance.

<b>(i) Ainm/Name :</b>	
<b>Bliain/Blianta/Year(s)</b>	
<b>(ii) Ainm/Name :</b>	
<b>Bliain/Blianta/Year(s)</b>	

**D. Tabhair sonraí faoin mbunscoil ar ar fhreastail an scoláire.**

Please provide details of the primary school attended by the student.

<b>Ainm na scoile:</b> School Name:	
<b>Seoladh na scoile:</b> School Address:	

**FAISNÉIS THÁBHACHTACH: IMPORTANT INFORMATION:**

- **Is gá duit na cáipéisí seo a leanas a sheoladh isteach:** You are required to submit:
  - (i) **An bunleagan den teastas breithe fada (agus cóip de freisin), agus**  
An original long birth-certificate (together with a copy), and
  - (ii) **Cruthúnas ar sheoladh baile agus é faighte agat le déanaí – ní ghlacfar ach le billí fóntais cláraithe nó ráitis bhainc a eisíodh le trí mhí anuas, in ainm an tuismitheora/na dtuismitheoirí nó an chaomhnóra/na gcaomhnóirí.**  
Recent proof of address - only registered utility bills or bank statements dated within the last three months and in the name of the parent(s)/guardian(s) will be accepted
- **Glacfar de mheon macánta leis an bhfaisnéis go léir a chuirfidh tú ar fáil san fhoirm iarratais seo. Má fhaightear amach go bhfuil aon chuid den fhaisnéis mícheart, míthreorach nó easnamhach, d'fhéadfadh an t-iarratas a bheith neamhbhailí.**  
All of the information that you provide in this application form is taken in good faith. If it is found that any of the information is incorrect, misleading or incomplete, the application may be rendered invalid.
- **Iarrtar ort a thuiscint gur tusa féin atá freagrach as an scoil a chur ar an eolas faoi aon athruithe ar shonraí teagmhála nó ar na cúinsí a bhaineann leis an iarratas seo.**  
Please understand that it your responsibility to inform the school of any change in contact information or circumstances relating to this application.
- **Le haghaidh faisnéis maidir leis an gcaoi a ndéanann an scoil agus BOOGR do chuid sonraí a phróiseáil, féach thall le do thoil.**  
For information regarding how your data is processed by the school and GRETB, please see overleaf.
- **Sínigh thíos le do thoil, lena chur in iúl go bhfuil an fhaisnéis sin léite agat agus go dtuigeann tú í.**  
Please sign below to demonstrate that you have read and understood this information.

**TABHAIR DO D'AIRE:** Má fhaigheann an scoláire áit i gColáiste an Eachréidh, ní hé sin le rá go sannfar a rogha ábhair dó/di, mar gheall ar dheacrachtaí ó thaobh acmhainne agus/nó srianta ar líon na scoláirí in aghaidh an ranga. **NOTE:** Should the student receive a place in Coláiste an Eachréidh, there is no guarantee that the student will be assigned his/her selected subject choice due to resource issues and/or restrictions on the numbers of students per class.

\_\_\_\_\_  
(Tuismitheoir/Caomhnóir 1) (Parent / Guardian 1)

\_\_\_\_\_  
Dáta/Date

\_\_\_\_\_  
(Tuismitheoir/Caomhnóir 2) (Parent / Guardian 2)

\_\_\_\_\_  
Dáta/Date

\_\_\_\_\_  
(An Scoláire [ 18 mbliana slánaithe aige nó aici]) (Student [where over 18])

\_\_\_\_\_  
Dáta/Date

## ÚSÁID OIFIGE AMHÁIN

OFFICE USE ONLY

### An Dáta a bhFuarthas an tIarratas:

Date Application Received:

### Seiceáilte ag:

Checked by:

### An dáta ar cuireadh isteach i mBunachar Sonraí na Scoile é:

Date entered on School Database:

Curtha isteach ag: Entered by:

## COSAINT SONRAÍ DATA PROTECTION (English version below)

Tá Bord Bainistíochta Choláiste an Eachréidh ina choiste de chuid BOOGR, Baile Atha an Rí, Co. na Gaillimhe, ar rialaitheoir sonraí é de réir na Rialachán Ginearálta maidir le Cosaint Sonraí agus na nAchtanna um Chosaint Sonraí, 1988-2018. Is é Oifigeach Cosanta Sonraí BOOGR ná Aoife De Bhaldráithe agus is féidir teagmháil a dhéanamh leis an té sin ag 091-874 548 nó ríomhphoist [data.protection@gretb.ie](mailto:data.protection@gretb.ie) Na sonraí pearsanta a sholáthraítear ar an bhFoirm Ghlactha seo agus ar na cáipéisí a ghabhann léi, teastaíonn siad chun na gcríoch seo a leanas:

- Fíorú céannachta;
- Múinteoirí a chur ar fáil don scoil agus acmhainní a leithdháileadh di;
- An scoil a riar;
- Scoláirí a rollú agus a chlárú;
- A chinneadh an bhfuil scoláire incháilithe i gcomhair tacaíochtaí foghlama breise;
- Leas leanaí (lena n-áirítear leas sláinte) agus
- Ár n-oibleagáidí dlíthiúla eile a chomhlíonadh, lena n-áirítear ionadaithe tuismitheoirí/caomhnóirí a thoghadh chuig an BOO faoi Acht um Boird Oideachais agus Oiliúna, 2013,

ar cúraimí iad uile a chuirtear i bhfeidhm de bhun dualgais reachtúla éagsúla a bhfuil BOOGR faoi cheangal acu. Dá bhrí sin, déantar na sonraí pearsanta a sholáthraítear ar an bhFoirm Iarratais seo a phróiseáil de réir Airteagal 6(c) den Rialachán Ginearálta maidir le Cosaint Sonraí.

Más rud é nach gcuirfead ar fáil an fhaisnéis a iarradh, d'fhéadfadh sé go dtarraingeofaí siar tairiscint áite sa scoil.

Cé go gcaithfear i gcoitinne leis an bhfaisnéis a chuirfear ar fáil mar fhaisnéis rúnda de chuid BOOGR amháin, agus cé go mbaileofar agus go n-úsáidfear í i gcomhréir leis na hAchtanna um Chosaint Sonraí 1988-2018, d'fhéadfadh sé go mbeadh orainn ó am go chéile na sonraí pearsanta a aistriú chuig comhlachtaí eile (lena n-áirítear an Roinn Oideachais agus Scileanna, an Roinn Coimirce Sóisialaí, an Garda Síochána, Feidhmeannas na Seirbhíse Sláinte, Tusla (An Ghníomhaireacht um Leanaí agus an Teaghlach), oibríthe sóisialta nó liachleachtóirí, an Bord Náisiúnta Leasa Oideachais, an Chomhairle Náisiúnta um Oideachas Speisialta, aon Eagraí Riachtanas Oideachais Speisialta, an tSeirbhís Náisiúnta Síceolaíochta Oideachais, nó (i gcás ina bhfuil an scoláire ag aistriú ón scoil) chuig scoil/ionad eile). D'fhéadfaimis roinnt de na sonraí a chur in iúl freisin do phátrún nó bord bainistíochta scoileanna eile sa chaoi is gur próiseas éifeachtach a bheidh i gceist le ligean isteach scoláirí, de bhun alt 66(6) den Acht Oideachais, 1998 arna chur isteach le halt 9 den Acht Oideachais (Ligean isteach i Scoileanna), 2018. Bímid ag brath ar thuismitheoirí, caomhnóirí agus scoláirí chun faisnéis chruinn iomlán a sholáthar dúinn agus muid a chur ar an eolas faoi aon athrú atá tagtha ar an bhfaisnéis sin.

An fhaisnéis a chuirfear ar fáil san Fhoirm Ghlactha seo, coinneofar í ar feadh tréimhse seacht mbliana ón dáta a slánóidh an scoláire 18 mbliana d'aois, ach amháin i gcás ina mbeidh ceanglas reachtúil ann roinnt de na sonraí nó iad go léir a choinneáil ar feadh tréimhse níos faide nó ar feadh i bhfad, de réir Bheartas BOOGR maidir le Sonraí a Choinneáil, atá ar fáil ar <https://gretb.ie/corporate/data-protection/>

Tá cóip de Bheartas iomlán BOOGR maidir le Cosaint Sonraí ar fáil ar [www.colaiosteaneachreidh.com](http://www.colaiosteaneachreidh.com) nó ó oifig na scoile.

Aon duine a chuirfidh sonraí pearsanta ar fáil tríd an bhFoirm Ghlactha seo, tá an ceart aige nó aici rochtain ar na sonraí sin a iarraidh. Tá an ceart aige nó aici freisin a iarraidh go n-athrófaí aon fhaisnéis más faisnéis mhícheart í ó thaobh na bhfíricí de. Is féidir leis an té is ábhar do na sonraí a iarraidh go scriosfaí iad, nó is féidir é sin a dhéanamh thar ceann an té sin, ach ní cheadófar sin ach amháin i gcás nach dteastaíonn na sonraí a thuilleadh chun na gcríoch ar bailíodh iad, nó i gcás nach bhfuil bonn dlíthiúil ag BOOGR chun na sonraí sin a choinneáil.

Má tá aon ghearán agatsa, an duine is ábhar do na sonraí, faoi phróiseáil do chuid sonraí pearsanta, tá an ceart agat gearán a chur isteach chuig an gCoimisiún um Chosaint Sonraí.

## DATA PROTECTION

The Board of Management of Coláiste an Eachréidh is a committee of GRETB, An Coiléar Bán, Baile Átha an Rí, Co. Galway, Eircode: H65 AT81, which is a data controller under the General Data Protection Regulations and the Data Protection Acts 1988 - 2018. The Data Protection Officer for GRETB is Aoife de Bhaldráithe, and can be contacted at 091 874 548 / [data.protection@gretb.ie](mailto:data.protection@gretb.ie)

The personal data supplied on this Acceptance Form and accompanying documentation sought is required for the purpose of:

- Verification of identity;
- Allocation of teachers and resources to the school;
- School administration;
- Student enrolment & registration;
- Determining a student's eligibility for additional learning supports;
- Child welfare (including medical welfare) and
- Fulfilling our other legal obligations including the election of parent/guardian representatives to the ETB under the Education and Training Boards Act, 2013,

all of which are tasks carried out pursuant to various statutory duties to which GRETB is subject. The processing of the personal data supplied on this Application Form is therefore carried out in line with Article 6(c) of the General Data Protection Regulation.



Failure to provide the requested information may result in the withdrawal of an offer of a place in the school.

While the information provided will generally be treated as private to GRTB and will be collected and used in compliance with the Data Protection Acts 1988 – 2018, from time to time it may be necessary for us to transfer the personal data to other bodies (including the Department of Education & Skills, the Department of Social Protection, An Garda Síochána, the Health Service Executive, Tusla (CFA) social workers or medical practitioners, the National Educational Welfare Board, the National Council for Special Education, any Special Education Needs Organiser, the National Educational Psychological Service, or (where the student is transferring) to another school/centre). We also may communicate some of the data with the patron or board of management of other schools in order to facilitate the efficient admission of students, pursuant to section 66(6) of the Education Act 1998 as inserted by section 9 of the (Admissions to Schools) Act 2018. We rely on parents/guardians and students to provide us with accurate and complete information and to update us in relation to any change in the information provided.

The personal data provided in this Acceptance Form will be kept for 7 years from the date on which the student turns 18 years of age, unless there is a statutory requirement to retain some or all elements of the data for a further period or indefinitely, in line with GRTB's Data Retention Policy, which can be found at <https://gretb.ie/corporate/data-protection/>

A copy of the full GRTB Data Protection Policy is available at [www.colaisteaneachreidh.com](http://www.colaisteaneachreidh.com) or from the school office.

Any person who provides personal data through this Acceptance Form has a right to request access to that data. S/he also has a right to request the changing of any information if it is factually incorrect. A request for erasure of the data can also be made by or on behalf of the data subject but this will only be acceded to where the data is no longer necessary for the purpose for which it was collected and where GRTB does not have a legal basis for retaining it.

If you as a data subject have any complaints regarding the processing of your personal data, you have the right to lodge a complaint with the Data Protection Commission.



# **gretb**

Bord Oideachais agus Oiliúna  
na Gaillimhe agus Ros Comáin  
*Galway and Roscommon  
Education and Training Board*