



**gretb**

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



*Bóthar Thuama,  
Baile Átha an Rí  
Co. na Gaillimhe*

## **POLICY FOR ADMISSION TO SCHOOL YEAR 2023/2024**

### **COLÁISTE AN EACHRÉIDH Post-Primary School**

A decision on an application for admission will be based on the implementation of this Policy, the information set out in the annual Admission Notice of the school and the information provided by the Applicant in the application for admission, once received before the closing date set out in the annual Admission Notice. The Principal of Coláiste an Eachréidh is responsible for the implementation of this Admission Policy.

## Introduction to Coláiste an Eachréidh

*Coláiste an Eachréidh endeavours to create a safe secure environment in which education, through the medium of Irish is provided, focusing on the students' academic social and cultural development with a view to realising their potential. The students' uniqueness and individuality is recognised and nurtured in the hope that they become respectful, balanced and valuable members of society.*

### ***Responsibilities towards staff***

*To provide a safe, clean and well-resourced physical environment in which all can work in a supportive, caring community – in an atmosphere of respect, tolerance and equality with the opportunity for development with appropriate communication systems.*

### ***Responsibilities towards Students***

*To provide, in a safe and stimulating environment, the means by which our students can be motivated to reach their full potential.*

### ***Responsibility towards the Community***

*Coláiste an Eachréidh has a responsibility to identify the needs and expectations of the local community and to provide a focal point for educational and related programmes of the highest standard, for both the local and the wider community.*

### ***Responsibility towards Galway and Roscommon Education and Training Board (GRETb)***

To discharge our duties professionally in accordance with our contracts and to represent the needs of the staff to the GRETb on an on-going basis, allowing for changing needs.

Coláiste an Eachréidh was founded in August 2006 when it opened its doors to 8 pupils and now, 2020, it has an enrolment of 261 pupils, including 55 First Years. Coláiste an Eachréidh is an all-Irish post-primary school under the auspices of Galway Roscommon Education and Training Board <http://galwayroscommon.etb.ie/> . The recent announcement by the Department of Education and Skills outlining the planned development of a GAELSCOLAÍOCHT campus in Athenry to include the Coláiste and it's primary equivalent, Gaelscoil Riada, was welcome news indeed setting out the permanent location for both schools. It is a co-educational, multi-denominational school in which Irish is the language of communication. All subjects are taught through the medium of Irish. Centrally situated in Athenry, Coláiste an Eachréidh serves a catchment which extends from Tuam to Ballinasloe, Oranmore to Loughrea and South to Gort.

It is a co-educational, multi-denominational school in which Irish is the language of communication. All subjects are taught through the medium of Irish. Centrally situated in Athenry, Coláiste an Eachréidh serves a catchment which extends from Tuam to Ballinasloe, Oranmore to Loughrea and South to Gort.

Enrolling in Coláiste an Eachréidh is a natural progression for students who have attended All-Irish primary schools. However, students from any primary school are welcome, indeed, approximately a quarter of all students enrolled in Irish medium second level schools had not previously attended All-Irish primary schools. Coláiste an Eachréidh is the first school of its kind to be established, not only in County Galway (outside Galway city) but in Connacht

School brochure - Click below to access information

<https://colaisteaneachreidhdotcom.files.wordpress.com/2019/10/brochure-colacc81iste-an-eachrecc81idh-2019-202>

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# **PART A**

## ***General Information for All Applicants***

- 1. Glossary of terms***
- 2. Admission Statement***
- 3. Legal Framework***
- 4. General Admission Provisions (for all Applicant***

## 1 Glossary of Terms

**‘Applicant’** means the parent / guardian of a Student, or, in the case of a Student who has reached the age of 18 years, the Student, who has made an application for admission to Coláiste an Eachréidh.

**‘Student’** means the person in respect of whom the application is being made. All uses of the word throughout this Policy therefore imply ‘prospective’ as part of the interpretation. That is, the use of the word ‘Student’ does not mean that the application for him/her has been accepted such that s/he is regarded as a Student of Coláiste an Eachréidh by virtue of application alone.

**‘Gender’**, in line with the definition of “*the gender ground*” in the Equal Status Act 2000, is such that “*one is male and the other is female*”. This does not prejudice any Student who is Intersex or identifies as Androgynous/Androgyne, Bigender, Demigender, Gender Fluid, Genderqueer, Multigender, Neutrois, Non-binary, Transgender, Transsexual or otherwise.

**‘Catchment Area’** refers to the designated residential area for application to Coláiste an Eachréidh in respect of the person on whose behalf the application is being made. The catchment area for Coláiste an Eachréidh is defined as: any residential area in North, East and South Co. Galway (and beyond) from which location Coláiste an Eachréidh is the nearest provider of Irish-Medium post-primary education.

### **‘Catchment Area for the Special Class(es)’**

Currently, there is no ‘special class’ provision at Coláiste an Eachréidh

**‘Parent’** has the same meaning as in the Education Act 1998 and includes a foster parent and a guardian appointed under the Guardianship of Children Acts, 1964 to 1997.

**‘Feeder Primary Schools’** refers to the primary schools of preference for application to Coláiste an Eachréidh. The feeder primary schools for Coláiste an Eachréidh are:

- 1.1. Gaelscoil Riada, Baile Átha an Rí
- 1.2. Gaelscoil Iarfhilatha, Tuaim, Co. na Gaillimhe
- 1.3. Gaelscoil De hÍde, Uarán Mór, Co. na Gaillimhe
- 1.4. Gaelscoil Riabach, Baile Locha Riach, Co. na Gaillimhe

- 1.5. Gaelscoil Dara, Rinn Mór, Co. na Gaillimhe
- 1.6. Gaelscoil Uí Cheithearnaigh, Baile na Sluaighe, Co. na Gaillimhe
- 1.7. Gaelscoil na bhFilí, Gort Inse Guaire, Co. na Gaillimhe
- 1.8. All and any primary school from which pupils satisfy 'Catchment Area' requirements as set out above

For the purpose of the selection criterion relating to the student having a sibling who previously attended the school, '**Sibling**' refers to full siblings, half-siblings, foster-siblings and step-siblings.

For the purpose of the selection criterion relating to the student having a sibling currently enrolled in the school, '**Sibling**' refers to full siblings, half-siblings, foster-siblings, step-siblings and students who reside in the same household.

**[Note:** the wider definition of sibling in the second of the two paragraphs immediately above is for the purpose of facilitating families who are required to do more than one drop-off and/or collection to/from the school.]

**'First-Year'** means the intake group of Students for the most junior class or year in a school.

## 2 Admission Statement

### Characteristic Spirit Statement for Community National Schools and Non-Designated ETB Schools

ETB schools are state, co-educational, multidenominational schools underpinned by the core values of:



- Excellence in Education;
- Care;
- Equality;
- Community and
- Respect.

As the state provider of education, the ETB sector defines a ‘multidenominational’ school in the following way:

In ETB schools, all students are given equal opportunities for enrolment in line with the Education (Admissions to School) Act 2018. Once enrolled, our schools strive to provide all students with equal opportunities to engage with the curriculum and school life. In all aspects of school life all members of our school communities are treated equitably regardless of their race, gender, religion/belief, age, family status, civil status, membership of the Traveller community, sexual orientation, ability or socio-economic status.

Our schools provide a safe physical and social environment that reinforces a sense of belonging to the school community and wider society. They strive to enable every student to realise their full potential regardless of any aspect of their identity or background. Our schools promote a fully inclusive education that recognises the plurality of identities, beliefs and values held by students, parents and staff. We prepare open-minded, culturally sensitive and responsible citizens with a strong sense of shared values.



In ETB schools, students of all religions and beliefs are treated equally. The school environment and activities do not privilege any particular group over another whilst at the same time acknowledging and facilitating students of all religions and beliefs.

Accordingly, Coláiste an Eachréidh shall not discriminate in its admission of a Student based on the following grounds:

- 2.1. Gender of the Student or Applicant. However, where a school admits students of one gender only, it is not discriminatory to refuse to admit Students not of that gender;
- 2.2. Civil status of the Student or Applicant;
- 2.3. Family status of the Student or Applicant;
- 2.4. Sexual orientation of the Student or Applicant;
- 2.5. Religion of the Student or Applicant;
- 2.6. Disability of the Student or Applicant;
- 2.7. Race of the Student or Applicant;
- 2.8. The Student's or Applicant's membership of the Traveller community;
- 2.9. Special educational needs of the Student or Applicant.

Coláiste an Eachréidh shall not charge fees or payments or seek contributions as a condition of admission or continued enrolment of a Student.

### 3 Legal Framework

GRETB was established under the Education and Training Board Act 2013 which sets out the functions of all ETBs, including to establish and maintain recognised schools, centres for education and education and training facilities in each ETB's functional area.

The board of management of Coláiste an Eachréidh is a committee established under section 44 of the Education and Training Board Act 2013 and also constitutes a board of management within the meaning of the Education Act 1998.

The Education (Admission to Schools) Act 2018 and the Education (Welfare) Act 2000 place a duty on all recognised schools to prepare and publish an Admission Policy.

The Education Act, 1998 provides for an appeal process in the event of a refusal to enrol. The appeal process is set out in section 5.3 in respect of applications made to the First-Year Group and in section 6.3 in respect of applications made to all years other than the First-Year Group.

It is important to understand that our school does not provide '*religious instruction*' and therefore the legal requirement to advise of the option to opt-out of religious instruction does not arise in this school. It is also important to understand the distinction between '*religious instruction*' and '*religious education*':

- *Religious instruction* is a term used in Ireland to indicate instruction in accordance with the rites, practices and teachings of a **particular** religion or denomination for pupils of that religious tradition. Religious instruction may be provided in a denominational school setting.
- *Religious education* is open to all pupils regardless of their commitment to any particular religion or worldview. It seeks to contribute to the spiritual and moral development of all students equally.

As ETB schools are 'multi-denominational', Coláiste an Eachréidh supports the provision of *religious education* that caters for all students regardless of their religious or non-religious beliefs and therefore does not provide *religious instruction* of any particular religion or belief.

Coláiste an Eachréidh will comply with any direction served on the board or the patron under section 37A and 67(4)(b).

Coláiste an Eachréidh will cooperate with the NCSE in the performance by the Council of its functions under the Education for Persons with Special Educational Needs Act 2004 in relation to the provision of education to children with special educational needs, including in particular by the provision and operation of a special class or classes when requested to do so by the Council.

## 4 General Admission Provisions

A decision on an application for admission shall be based on:

- the implementation of this Admission Policy,
- the annual Admission Notice of the school, and the
- information provided by the Applicant in the application for admission.

If, prior to the commencement of section 62 of the Education Act 1998 by the Education (Admission to Schools) Act 2018 on the 1<sup>st</sup> February 2020, Coláiste an Eachréidh had confirmed, in writing, that an Applicant had been placed on a list relating to the allocation of school places for entrance before the 1<sup>st</sup> February 2025, then this confirmation is still valid and the Applicant will be offered that place.

In processing an application Coláiste an Eachréidh **shall not consider**:

- 4.1 The payment of fees or contributions to the school;
- 4.2 A Student's academic ability, skills or aptitude; unless: evidence of same is furnished by the Applicant as evidence of the Student's level of fluency in the Irish language and the school is oversubscribed;
- 4.3 The occupation, financial status, academic ability, skills or aptitude of a Student's Parent(s);
- 4.4 A requirement that a Student or his or her Parent(s), attend an interview, open day or other meeting as a condition of admission;
- 4.5 A Student's connection to the school due to a member of his or her family attending or having previously attended the school unless the connection is a sibling of the Student concerned attending, or having attended, the school.
- 4.6 The date and time on which an application for admission was received by the school as long as it is received during the period specified for receiving applications set out in the

annual Admission Notice for that academic year.

**Coláiste an Eachréidh will consider** the offer of a place to every Student seeking admission to the school, **unless the following applies:**

- 4.7 The Parent fails to confirm in writing that s/he accepts the Student Code of Behaviour and he/she shall make all reasonable efforts to ensure compliance with such code by the Student;
- 4.8 The board of management has a duty of care to ensure as far as practicable the health and safety of the students and staff of the school. In addition, the board of management is required under section 15(1) of the Education Act 1998 to provide, or cause to be provided, an appropriate education for each student at the school for which that board has responsibility. An application for admission may be refused, therefore, where the admission of the applicant would pose a significant risk to the health and safety of the applicant or students and staff of the school, or risk significantly interfering with the right of other students to an appropriate education.

Where Coláiste an Eachréidh considers an application, each Student shall receive a place, unless the school is oversubscribed, in which case, selection criteria will be applied to each application.

Section 5 of this Policy addresses the selection criteria and other matters related to the admission provisions for the First-Year Group.

Section 6 of this Policy addresses the selection criteria and other matters related to the admission provisions for all year groups other than First-Year.

# **PART B**

## ***Information for Specific Categories of Applicants***

- 5. Application to the First-Year Group***
- 6. Application to All Year Groups Other Than First-Year***

# SECTION 5

## Application to the First-Year Group

### **5 Application to the First-Year Group**

#### **5.1 Admission Provisions (First-Year Group)**

- 5.1.1. Oversubscription
- 5.1.2. Selection criteria in order of priority
- 5.1.3. Selection process
- 5.1.4. Late Applications
- 5.1.5. Second/third-round offers of a place
- 5.1.6. Acceptance of a place
- 5.1.7. Refusal
- 5.1.8. Withdrawal of an offer
- 5.1.9. Appeals

#### **5.2 Admission Provisions to the Aonad Lán Gaeilge (Not Applicable)**

#### **5.3 Appeals**

- 5.3.1. Appeal where refusal was due to oversubscription
- 5.3.2. Appeal where refusal was for a reason other than oversubscription
- 5.3.3. Basis for appeal

## 5.1 Admission Provisions (First Year Group)

Where Coláiste an Eachréidh is not oversubscribed, all Students will be offered a school place, subject to sections 4.7 and 4.8.

### 5.1.1 Oversubscription

When the number of applications exceeds the number of places available, the published selection criteria as set out at section 5.1.2 below will apply and a waiting list shall be compiled which shall remain valid only for the school year in respect of which the applications are made. Where Coláiste an Eachréidh is in a position to offer further school places that become available for and during that academic year, places will be offered in accordance with the order of priority in which Students have been placed on the waiting list.

For the avoidance of doubt, if a Student does not receive a place in the school for a given academic year, but s/he wishes to be considered for admission to the same year group in the following academic year, a new application must be made on behalf of that Student during the dates specified by the school as being the period when it will accept applications to all year groups other than First-Year.

Where the school is oversubscribed, any selection criteria that are not included in this Admission Policy shall not be considered in determining whether or not a Student is admitted to the school.

### 5.1.2 Selection criteria

Coláiste an Eachréidh will apply the following criteria for admission to the First-Year Group:

- 5.1.2.1 If the Student resides in the Catchment Area;
- 5.1.2.2 If the Student has siblings currently enrolled in the school;
- 5.1.2.3 Whether the Student attended feeder primary school as set out in Part A 1 - Glossary of Terms, 1.1-1.8
- 5.1.2.4 If the Student has siblings who were previously enrolled in the school;
- 5.1.2.5 If the student's parent/guardian is a current staff member

### **5.1.3      Selection process**

Coláiste an Eachréidh will apply the selection process as follows:

An Applicant will be offered a place in Coláiste an Eachréidh based on the number of the published selection criterion met by him/her *i.e.* an Applicant who meets three of the specified application criteria will be given priority over an Applicant who meets two of the specified application criteria.

Where two or more applications have met the same number of selection criteria and are tied for a place, Coláiste an Eachréidh will apply a random lottery to assign any available places in the school, or on the waiting list, to those applications.

### **5.1.4      Late applications**

An application received by Coláiste an Eachréidh after the closing date published by the school, and set out in the Admission Notice, is considered a late application for the purposes of this Admission Policy.

Where Coláiste an Eachréidh is oversubscribed and receives a late application for admission, that application will receive a place on the waiting list beneath Applicants whose applications were received by the school before the closing date for applications. Such late applications will be placed on the waiting list in accordance with the date and time they were received by the school, subject to 4.7 and 4.8.

Where Coláiste an Eachréidh is not oversubscribed and it receives a late application, the Student seeking admission will receive an offer of a place within the school, subject to sections 4.7 and 4.8, and the same process as applies to Applicants whose applications were received before the closing date will be applied *i.e.* an Acceptance Form will be issued to the Applicant for completion and return to the school within 2 weeks of issue.

### **5.1.5      Second/third-round offers of a place**

Where a Student is in receipt of an offer of a place within Coláiste an Eachréidh but does not accept the offer, or the school withdraws the offer in line with the relevant provisions of this Policy, the place will be offered to the next Student on the waiting list in a second-round of offers. This process will continue throughout third and fourth rounds *etc.* until all places within the school have been filled.



#### **5.1.6     Acceptance of a place**

If the Student in respect of whom the application is made is offered a place, the Applicant will be issued with an Acceptance Form by the school.

The Applicant shall indicate acceptance of an offer by fully completing and returning the Acceptance Form by the date set out in the School's Admission Notice, or within 2 weeks of issuing by the school if it is a late application or if it is a second/third-round offer. This includes indicating

whether or not s/he has applied for and is awaiting confirmation of an offer of admission from another school.

Failure to fully complete and return the Acceptance Form to the school by the date set out in the School's Admission Notice, or within 2 weeks of issuing by the school if it is a late application or if it is a second/third-round offer, may result in withdrawal of an offer, in line with the grounds for withdrawal of an offer, as set out below.

#### **5.1.7     Refusal**

Where a Student in respect of whom an application is being sought has not been offered a school place, the Applicant will be provided in writing with:

- 5.1.7.1.     The reasons that the Student was not offered a place in Coláiste an Eachréidh;
- 5.1.7.2.     Details of the Student's ranking against the published selection criteria, if the year-group to which the Applicant is applying is oversubscribed;
- 5.1.7.3.     Details of the Student's place on the waiting list, if applicable; and
- 5.1.7.4.     Details of the Applicant's right to appeal the decision.

In addition to the conditions for consideration of an application as set out at 4.7 and 4.8, an offer of admission may not be made where:

- 5.1.7.5.     The information contained in the application is false or misleading in a

material respect.

### **5.1.8 Withdrawal of an offer**

An offer of admission may be withdrawn where:

- 5.1.8.1. The information contained in the application is false or misleading in a material respect, or
- 5.1.8.2. The Applicant fails to confirm acceptance of an offer of admission on or before the date set out in the annual Admission Notice of the school for the academic year for which s/he is applying, or in the case of a late application, or second/third-round offer, within 2 weeks, or
- 5.1.8.3. An Applicant has not indicated:
  - (i) whether or not s/he has applied for and is awaiting confirmation of an offer from another school(s) and if so, the details of the school(s); and
  - (ii) whether or not s/he has accepted an offer of admission from another school(s) and if so, the details of the offer(s).

If an offer of a place is withdrawn by the school, the Student on whose behalf the application was made shall lose his/her place on the admission list or waiting list for that academic year and any subsequent applications for the same academic year on behalf of that Student shall be treated as a late application in line with section 5.1.4 above.

### **5.1.9 Appeals**

For information relating to an Applicant's right to appeal a decision of Coláiste an Eachréidh regarding admission to the First-Year Group, see section 5.3.

## **5.2. Aonad Lán-Ghaeilge *(not applicable)***

## 5.3. Appeals

### 5.3.1. **Appeal where refusal was due to oversubscription:**

An Applicant who was refused admission because the school is oversubscribed and who wishes to appeal this decision must submit his/her appeal in writing, via a Section 29 Appeal Application Form, available from the school office and on the school's website, for it to be reviewed by the board of management of Coláiste an Eachréidh at Coláiste an Eachréidh, Bóthar Thuama, Baile Átha an Rí, Co. na Gaillimhe, H65WD54.(colaiste.aneachreidh@gretb.ie). Such an appeal must be brought within fourteen calendar days of receipt by the Applicant of the school's decision to refuse to admit. However, if a different time period for the bringing of such an appeal is specified by the Minister for Education and Skills after the publication of this Policy, same shall apply instead.

If an Applicant is not satisfied with the decision of the board of management, or the board of management is not in a position to review the decision to refuse admission, the Applicant may apply to bring an appeal to an appeals committee established by the Minister for Education and Skills under section 29A of the Education Act 1998.

**5.3.2. Appeal where refusal was for a reason other than oversubscription:** An Applicant who was refused admission to Coláiste an Eachréidh for a reason other than the school being oversubscribed and who wishes to appeal this decision may choose to put his/her appeal in writing, via a Section 29 Appeal Application Form, available from the school office and on the school's website, for it to be reviewed by the board of management of Coláiste an Eachréidh, Address: Tuam Rd, Gorteenacra, Athenry, Co. Galway, Phone: (091) 874 590. Such an appeal must be brought within fourteen calendar days of receipt by the Applicant of the school's decision to refuse to admit. However, if a different time period for the bringing of such an appeal is specified by the Minister for Education and Skills after the publication of this policy, same shall apply instead.

Alternatively, s/he may choose to apply to bring an appeal to an appeals committee established by the Minister for Education and Skills under section 29A of the Education Act 1998.

If an Applicant who chooses to appeal to the board of management is not satisfied with the decision of the board of management, the Applicant may also apply to bring an appeal to an appeals committee established by the Minister for Education and Skills under section 29A of the Education Act 1998.

**5.3.3. Basis for appeal:**

As required by section 29C(2) of the Education Act 1998, an application to appeal must be based on the implementation of this Admission Policy, the content of the school's Admission Notice and also set out the grounds of the request to appeal the decision.

## SECTION 6

# Application to All Year Groups Other Than First-Year

### **6 Application to All Year Groups Other Than First-Year**

#### **6.1 Admission Provisions (other than First-Year)**

- 6.1.1. Oversubscription
- 6.1.2. Selection criteria in order of priority
- 6.1.3. Selection process
- 6.1.4. Late Applications
- 6.1.5. Second/third-round offers of a place
- 6.1.6. Acceptance of a place
- 6.1.7. Refusal
- 6.1.8. Withdrawal of an offer
- 6.1.9. Appeals

#### **6.2 Admission Provisions to the Aonad Lán Gaeilge (*not applicable*)**

#### **6.3 Appeals**

- 6.3.1. Appeal where refusal was due to oversubscription
- 6.3.2. Appeal where refusal was for a reason other than oversubscription
- 6.3.3. Basis for appeal

## **6.1 Admission Provisions (Other Than First-Year)**

Where Coláiste an Eachréidh is not oversubscribed, all Students will be offered a school place, subject to sections 4.7 and 4.8.

### **6.1.1 Oversubscription**

When the number of applications exceeds the number of places available, the published selection criteria as set out at section 6.1.2 below will apply and a waiting list shall be compiled which shall remain valid only for the school year in respect of which the applications are made. Where Coláiste an Eachréidh is in a position to offer further school places that become available for and during that academic year, places will be offered in accordance with the order of priority in which Students have been placed on the waiting list.

For the avoidance of doubt, if a Student does not receive a place in the school for a given academic year, but s/he wishes to be considered for admission to the same year group in the following academic year, a new application must be made on behalf of that Student during the dates specified by the school as being the period when it will accept applications to all years other than the First Year Group.

Where the school is oversubscribed, any selection criteria that are not included in this Admission Policy shall not be considered in determining whether or not a Student is admitted to the school.

Where the Transition Year Programme in Coláiste an Eachréidh is oversubscribed, a Student applying for admission to such programme in the relevant year group, will, subject to this policy, be placed on the appropriate waiting list already compiled (annually) by the school, which list will contain the names of students enrolled in the school who have been placed on an internal waiting list for this programme.

### **6.1.2 Selection criteria**

Coláiste an Eachréidh will apply the following criteria for admission to a year-group other than First-Year:

- 6.1.2.1 If the Student resides in the catchment area;
- 6.1.2.2 If the Student has siblings currently enrolled in the school;

6.1.2.3 If the Student has siblings who were previously enrolled in the school;

6.1.2.4 If the student's parent/guardian is a current staff member

Any selection criteria that are not included in this Admission Policy shall not be considered in determining whether or not an Applicant is admitted.

### **6.1.3 Selection process**

An Applicant will be offered a place in Coláiste an Eachréidh based on the number of the published selection criterion met by him/her *i.e.* an Applicant who meets three of the specified application criteria will be given priority over an Applicant who meets two of the specified application criteria.

Where two or more applications have met the same number of selection criteria and are tied for a place, Coláiste an Eachréidh will apply a random lottery to assign any available places in the school, or on the waiting list, to those applications.

### **6.1.4 Late applications:**

An application received by Coláiste an Eachréidh after the closing date published by Coláiste an Eachréidh, and set out in the Admission Notice, is considered a late application for the purposes of this Admission Policy.

Where Coláiste an Eachréidh is oversubscribed and receives a late application for admission, that application will receive a place on the waiting list beneath Applicants whose applications were received by the school before the closing date for applications. Such late applications will be placed on the waiting list in accordance with the date and time they were received by the school, subject to section 4.7 and 4.8.

Where Coláiste an Eachréidh is not oversubscribed and it receives a late application, the Student seeking admission will receive an offer of a place within Coláiste an Eachréidh, subject to sections 4.7 and 4.8, and the same process as applies to Applicants whose applications were received before the closing date will be applied *i.e.* an Acceptance Form will be issued to the Applicant for completion and return to the school within 2 weeks of issue.

#### **6.1.5 Second/third-round offers of a place**

Where a Student is in receipt of an offer of a place within Coláiste an Eachréidh but does not accept the offer, or the school withdraws the offer in line with the relevant provisions of this Policy, the place will be offered to the next Student on the waiting list in a second-round of offers. This process will continue throughout third and fourth rounds *etc.* until all places within the school have been filled.

Coláiste an Eachréidh will apply the selection process as follows:

#### **6.1.6 Acceptance of a place:**

If the Student in respect of whom the application is made is offered a place, the Applicant will be issued with an Acceptance Form by the school.

The Applicant shall indicate acceptance of an offer by fully completing and returning the Acceptance Form by the date set out in the School Admission Notice, or within 2 weeks of issuing by the school if it is a late application or if it is a second/third-round offer. This includes indicating whether or not s/he has applied for and is awaiting confirmation of an offer of admission from another school.

Failure to fully complete and return the Acceptance Form to the school by the date set out in the School Admission Notice, or within 2 weeks of issuing by the school if it is a late application or if it is a second/third-round offer, may result in withdrawal of an offer, in line with the grounds for withdrawal of an offer, as set out below.



#### **6.1.7     Refusal:**

Where a Student in respect of whom an application is being sought has not been offered a school place, the Applicant will be provided in writing with:

- 6.1.7.1.     The reasons that the Student was not a offered a place in Coláiste an Eachréidh,
- 6.1.7.2.     Details of the Student's ranking against the published selection criteria, if the year-group to which the Applicant is applying is oversubscribed,
- 6.1.7.3.     Details of the Student's place on the waiting list, if applicable, and
- 6.1.7.4.     Details of the Applicant's right to appeal the decision.

In addition to the conditions for consideration of an application as set out at 4.7 and 4.8, an offer of admission may not be made where:

- 6.1.7.5.     The information contained in the application is false or misleading in a material respect.

#### **6.1.8     Withdrawal of an offer**

An offer of admission may be withdrawn where:

- 6.1.8.1.     The information contained in the application is false or misleading in a material respect, or
- 6.1.8.2.     The Applicant fails to confirm acceptance of an offer of admission on or before the date set out in the annual Admission Notice of the school for the academic year for which s/he is applying, or in the case of a late application, or second/third-round offer, within 2 weeks, or
- 6.1.8.3.     An Applicant has not indicated:
  - (i)     whether or not s/he has applied for and is awaiting confirmation of an offer from another school(s) and if so, the details of the school(s); and
  - (ii)    whether or not or s/he has accepted an offer of admission from another school(s) and if so, the details of the offer(s).

If an offer of a place is withdrawn by the school, the Student on whose behalf the application was made shall lose his/her place on the admission list or waiting list for that academic year and any subsequent applications for the same academic year on behalf of that Student shall be treated as a late application in line with section 6.1.4 above.

#### **6.1.9    Appeals:**

For information relating to an Applicant's right to appeal a decision of Coláiste an Eachréidh regarding admission to a year-group other than First-Year, see section 6.3.

## **6.2    Admission Provisions for the Aonad Lán Gaeilge (Other Than First-Year)    *(not applicable)***

## 6.3 Appeals

### 6.3.1. Appeal where refusal was due to oversubscription:

An Applicant who was refused admission because the school is oversubscribed and who wishes to appeal this decision must submit his/her appeal in writing, via a Section 29 Appeal Application Form, available from the school office and on the school's website, for it to be reviewed by the board of management of *Coláiste an Eachréidh, Bóthar Thuama, Baile Átha an Rí, Co. na Gaillimhe, H65WD54*. ([colaiste.aneachreidh@gretb.ie](mailto:colaiste.aneachreidh@gretb.ie)). Such an appeal must be brought within fourteen calendar days of receipt by the Applicant of the school's decision to refuse to admit.

However, if a different time period for the bringing of such an appeal is specified by the Minister for Education and Skills after the publication of this Policy, same shall apply instead.

If an Applicant is not satisfied with the decision of the board of management, or the board of management is not in a position to review the decision to refuse admission, the Applicant may apply to bring an appeal to an appeals committee established by the Minister for Education and Skills under section 29A of the Education Act 1998.

**6.3.2. Appeal where refusal was for a reason other than oversubscription:** An Applicant who was refused admission to Coláiste an Eachréidh for a reason other than the school being oversubscribed and who wishes to appeal this decision may choose to put his/her appeal in writing, via a Section 29 Appeal Application Form, available from the school office and on the school's website, for it to be reviewed by the board of management of Coláiste an Eachréidh, Address: Tuam Rd, Gorteenacra, Athenry, Co. Galway, Phone: (091) 874 590. Such an appeal must be brought within fourteen calendar days of receipt by the Applicant of the school's decision to refuse to admit. However, if a different time period for the bringing of such an appeal is specified by the Minister for Education and Skills after the publication of this Policy, same shall apply instead.

Alternatively, s/he may choose to apply to bring an appeal to an appeals committee established by the Minister for Education and Skills under section 29A of the Education Act 1998.

If an Applicant who chooses to appeal to the board of management is not satisfied with the decision of the board of management, the Applicant may also apply to bring an appeal to an appeals committee established by the Minister for Education and Skills under section 29A of the Education Act 1998.

**6.3.3. Basis for appeal:**

As required by section 29C(2) of the Education Act 1998, an application to appeal must be based on the implementation of this Admission Policy, the content of the school's Admission Notice and also set out the grounds of the request to appeal the decision.

Thomas O Poisdeal Bha

30/1/23

Sinead Nic Stiofain