



Admission Policy of Temple Carrig School

School Address: Coolagad, Greystones, Co Wicklow

Roll number:68081J

School Patron : Church of Ireland Archbishop of Dublin and Bishop of Glendalough

1. Introduction

This Admission Policy complies with the requirements of the Education Act 1998, the Education (Admission to Schools) Act 2018 and the Equal Status Act 2000. In drafting this policy, the Board of Management of the school has consulted with school staff, the school patron and with parents of children attending the school.

The policy was approved by the school patron on 10th September 2025. It is published on the school's website and will be made available in hardcopy, on request, to any person who requests it.

The relevant dates and timelines for Temple Carrig School's admission process are set out in the school's Annual Admission Notice which is published annually on the school's website at least one week before the commencement of the admission process for the school year concerned.

This policy must be read in conjunction with the Annual Admission Notice for the school year concerned.

The application form for admission is published on the school's website and will be made available in hardcopy on request to any person who requests it.



2. Characteristic spirit and general objectives of the school

1. Temple Carrig School is a Church of Ireland managed co-educational voluntary day school under the patronage of the Church of Ireland Archbishop of Dublin and Bishop of Glendalough. The school was established to provide secondary education for children in the local Greystones/Delgany area and also to make some provision for children attending primary schools under Church of Ireland patronage from outside the immediate catchment area.
2. The school is faith based, Christian in ethos in the tradition of the Church of Ireland and seeks to promote the moral and personal values inherent in this tradition and faith among the entire school community and in all aspects of the education of our students. This objective informs all elements of school life and underpins the school's commitment to the promotion of wellbeing within the whole school community.
3. While we are a Church of Ireland school, our students come from widely differing backgrounds. The school responds to the academic, intellectual, cultural and spiritual needs of students with a wide range of abilities and interests, and respects those with differing faith traditions and those with none.
4. The religious ethos of the school is central to school life and to the values passed on to our students. This is a lived ethos which derives its strength and currency from the school's strong links with the local Church of Ireland community. The lived message of Christian values which informs both school life and the characteristic spirit of the school goes beyond any individual community, however. The school brings together students from disparate religious and ethnic backgrounds and educates them equally in the personal and moral values of our faith tradition. The school encourages students to pursue the values of kindness, endeavour, integrity and adventure in the daily school life.
5. From September 2021, the school will operate a special ASD class called the Harbour. Applications for the Harbour must be made in accordance with Appendix 2 of this policy. The Harbour is intended to cater for students with ASD who would be able to benefit from a mainstream secondary school setting but may need a little extra support to do so. The attention of parents is drawn to the ASD class policy which is available on the school website and gives more information about the Harbour.

3. Admission Statement

Temple Carrig School will not discriminate in its admission of a student to the school on any of the following:

- (a) the gender ground of the student or the applicant in respect of the student concerned,
- (b) the civil status ground of the student or the applicant in respect of the student concerned,
- (c) the family status ground of the student or the applicant in respect of the student concerned,



- (d) the sexual orientation ground of the student or the applicant in respect of the student concerned,
- (e) the religion ground of the student or the applicant in respect of the student concerned,
- (f) the disability ground of the student or the applicant in respect of the student concerned,
- (g) the ground of race of the student or the applicant in respect of the student concerned,
- (h) the Traveller community ground of the student or the applicant in respect of the student concerned, or
- (i) the ground that the student or the applicant in respect of the student concerned has special educational needs

As per section 61 (3) of the Education Act 1998, 'civil status ground', 'disability ground', 'discriminate', 'family status ground', 'gender ground', 'ground of race', 'religion ground', 'sexual orientation ground' and 'Traveller community ground' shall be construed in accordance with section 3 of the Equal Status Act 2000.

Temple Carrig School is a school whose objective is to provide education which is faith based, Christian in ethos in the tradition of the Church of Ireland and seeks to promote the moral and personal values inherent in this tradition and faith among the entire school community and in all aspects of the education of our students and does not discriminate where it refuses to admit as a student a person who is not of the Church of Ireland denomination and it is proved that the refusal is essential to maintain the ethos of the school.

Temple Carrig School shall admit each student seeking admission to the school, including each student seeking admission to its special class, other than as per section 62. (7) (c) of the Education (Admissions to Schools) Act 2018.

Temple Carrig School is a school which has established a class, with the approval of the Minister for Education and Skills, which provides an education exclusively for students with a category or categories of special educational needs specified by the Minister and may refuse to admit to the class a student who does not have the category of needs specified.

4. Categories of Special Educational Needs catered for in the school/special class

Temple Carrig School with the approval of the Minister for Education and Skills, has established a class to provide an education exclusively for students with autism.



5. Admission of Students

This school shall admit each student seeking admission except where –

- a) the school is oversubscribed (please see [section 6](#) below for further details)
- b) a parent of a student, when required by the principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student

Post Primary School

Temple Carrig School is a school whose objective is to provide education in an environment which promotes certain religious values and does not discriminate where it admits a student of Church of Ireland denomination in preference to others.

School with special education class(es)

The special class attached to Temple Carrig School provides an education exclusively for students with Autism and the school may refuse admission to this class, where the student concerned does not have the specified category of special educational needs provided for in this class. Applicants should note that the admissions criteria and procedure for our ASD class (the Harbour) are set out in Appendix 2 of this policy. The criteria in that appendix apply to all applications for the Harbour regardless of whether the Harbour is oversubscribed or not. The Harbour caters **solely** for students with a diagnosis of ASD and the Board will refuse to admit any student who cannot demonstrate such a diagnosis with an appropriate professional's report(s)

The order of priority applying on oversubscription for places in the Harbour will be allocated in accordance with paragraph 6 below.

6. Oversubscription (this section must be completed by all schools including schools that do not anticipate being oversubscribed)

For the purposes of admission, applicants must clarify if they are applying to the Harbour or to the mainstream portion of the school. As the procedures in case of over subscription are slightly different, they are set out in full separately below.



6(a) Oversubscription for places in the Harbour

N.B. As noted above, regardless of whether the Harbour is oversubscribed or not, applicants must meet the criteria set out in Appendix 2 of this policy.

PRIORITISATION OF APPLICANTS

In deciding enrolments to the Harbour, the School shall prioritise applications according to the following categories:

- Priority Level 1: Students who are already enrolled in Temple Carrig School and who will be in Second to Sixth Year at the commencement of the next school year
- Priority Level 2: Students who are already enrolled in Temple Carrig School and who will be in First Year at the commencement of the next school year.
- Priority Level 3: Students who are NOT currently enrolled in Temple Carrig School, who would be regarded as a Category Zero or Category 1 applicant under the Temple Carrig School Admissions Policy and who will be in Second to Sixth Year at the commencement of the next school year.
- Priority Level 4: Students who are NOT currently enrolled in Temple Carrig School, who would be regarded as a Category Zero or Category One applicant under the Temple Carrig School Admissions Policy and who will be in First Year at the commencement of the next school.
- Priority Level 5: Students who are NOT currently enrolled in Temple Carrig School, who would NOT be regarded as a Category Zero or Category One applicant under the Temple Carrig School Admissions Policy and who will be in Second to Sixth Year at the commencement of the next school year.
- Priority Level 6: Students who are NOT currently enrolled in Temple Carrig School, who would NOT be regarded as a Category One applicant under the Temple Carrig School Admissions Policy and who will be in First Year at the commencement of the next school year.

Applicants who fail to submit current reports to prove that they meet the criteria for enrolment will not be granted any priority level.

ALLOCATION OF PLACES

Priority will be afforded first to children in Priority Level 1 and then sequentially to each subsequent priority level. Where there is an excess of applicants within a priority level, the places available shall be offered based on random selection.

Parents/guardians of applicant students will be informed of the outcome of their application in accordance with the relevant period prescribed in regulations.



6(b) Oversubscription in mainstream part of the school

In the event that the mainstream portion of the school is oversubscribed, the school will, when deciding on applications for admission, apply the following selection criteria in the order listed below to those applications that are received within the timeline for receipt of applications as set out in the school's annual admission notice:

Category 0: (i) Children who are siblings of children who attend the School currently (or who attended within the preceding five years), or who have received and accepted an offer of a place in the School for the next school year provided the applicants meet all other admission criteria within Category 1 or Category 2, then

(ii) Children of permanent staff of Temple Carrig Secondary School.

Category 1: Then, children attending one of the following schools and who permanently reside at the date of application in the Greystones/Delgany catchment area (as delineated by area of the Church of Ireland parishes of Greystones and Delgany - For the purposes of this Policy, the Parish of Delgany is deemed to include the following areas of Kilcoole – all of Sea Road, Sherlocks Lane, the Holywell Estate, the Woodstock Estate and Ballycrone Manor):

- Gaelscoil na gCloch Liath
- Educate Together NS Greystones
- St Brigid's NS Greystones
- St Laurence's NS Greystones
- St Kevin's NS Greystones
- Delgany NS
- St Patrick's NS Greystones
- Greystones Community National School
- St Andrews NS, Bray

Within this category and in the event of oversubscription, priority shall be afforded to applicants with a COI affiliation (as outlined in Appendix 1 to this policy) provided the applicants in question meet all other admission criteria within this category at the date of application.

After places have been allotted to applicants within Category 1 with COI Affiliation, then places shall be offered to all other applicants within Category 1 who meet the admission criteria in this category subject to random selection in the event of oversubscription for remaining places available.

The number of places to be allocated in any year of admission to children who permanently reside in the Greystones/Delgany catchment area and attend one of the schools listed above) shall be set by the Board for each year of admission.



Category 2: Then, children other than those coming within Categories 0 and 1 who permanently reside in the area delineated by the Church of Ireland parishes of Greystones, Delgany , Bray, Newcastle with Newtownmountkennedy and Calary, and Powerscourt with Kilbride and attend at the date of application any of the following primary schools under the patronage of the Church of Ireland:

- St Patrick's NS, Greystones
- Delgany NS
- St Andrew's NS Bray
- Powerscourt NS, Enniskerry
- St Francis NS, Newcastle.

Within this category, priority shall be afforded to:

- (i) applicants with a COI affiliation and attend St Patrick's NS Greystones or Delgany NS provided the applicants meet all other admission criteria within this category at the date of application (where there is an excess of applicants within this category, places available shall be offered on the basis of random selection), then,
- (ii) applicants with a COI affiliation and attend St Andrew's NS Bray or Powerscourt NS Enniskerry or St Francis NS Newcastle provided the applicants meet all other admission criteria within this category at the date of application (where there is an excess of applicants within this category, places available shall be offered on the basis of random selection), then
- (iii) places shall be offered to all other applicants who meet the admission criteria in this category subject to random selection in the event of oversubscription for remaining places available.

Category 3: Then, children who permanently reside in the Greystones/Delgany catchment area, at the date of application, who do not attend the schools listed in Categories 1 or 2.

Category 4: Then, children who permanently reside in the area covered by the Church of Ireland parishes of Bray, Newcastle with Newtownmountkennedy and Calary and Powerscourt with Kilbride and attend the following primary schools at the date of application:

- Gaelscoil na gCloch Liath
- Educate Together NS Greystones
- St Brigid's NS Greystones
- St Laurence's NS Greystones
- St Kevin's NS Greystones
- Greystones CNS

Category 5: Then, all other children.

The total number of places to be allocated in any year of admission to first year in Temple Carrig School shall be fixed by the Board each year and be stated in the School's Annual Admissions Notice.



In the event that there are two or more students tied for a place or places in any of the selection criteria categories above (the number of applicants exceeds the number of remaining places), the following arrangements will apply:

Priority will be afforded to children in Category 0 and then sequentially to each subsequent category within the terms of each category. Where there is an excess of applicants within a category, any priority afforded within that category will first be applied and remaining places available shall be offered on the basis of random selection from qualifying applicants within that category.

Sibling Priority: If a child who has accepted a place for the next school year does not take up that place, a sibling afforded priority as a sibling of that child shall lose that priority and shall be deemed to have forfeited their place and the place shall be offered to another applicant without further notice.

To avoid this situation arising an applicant may choose not to claim sibling priority at the time of applying for a place for the next school year by emailing or delivering an express written instruction to that effect to the School Office once the enrolment process notified in the Annual Admissions Notice has commenced and before the closing date for the receipt of applications. However, that applicant may fail to secure a place without the benefit of sibling priority as he or she may be subject to a random selection process.



7. What will not be considered or taken into account

In accordance with section 62(7)(e) of the Education Act, the school will not consider or take into account any of the following in deciding on applications for admission or when placing a student on a waiting list for admission to the school:

- (a) a student's prior attendance at a pre-school or pre-school service, including naíonraí,
- (b) the payment of fees or contributions (howsoever described) to the school;
- (c) a student's academic ability, skills or aptitude;
- (d) the occupation, financial status, academic ability, skills or aptitude of a student's parents;
- (e) a requirement that a student, or his or her parents, attend an interview, open day or other meeting as a condition of admission;
- (f) a student's connection to the school by virtue of a member of his or her family attending or having previously attended the school, other than for siblings of a student who is attending or has attended the school
- (g) the date and time on which an application for admission was received by the school,

This is subject to the application being received at any time during the period specified for receiving applications set out in the annual admission notice of the school for the school year concerned.

8. Decisions on applications

All decisions on applications for admission to Temple Carrig School will be based on the following:

- Our school's Admission Policy set by the Board of Management and approved by the Patron.
- The school's Annual Admission Notice
- The information provided by the applicant in the school's official application form received during the period specified in our annual admission notice for receiving applications



(Please see [section 14](#) below in relation to applications received outside of the admissions period and [section 15](#) below in relation to applications for places in years other than the intake group.)

The initial decision on an application for enrolment shall be made by the Principal of Temple Carrig School in accordance with this Admissions Policy. All applicants shall have a right to request a review of any such decision as set out in Sections 17 and Section 18.

Selection criteria that are not included in our school Admission Policy will not be used to make a decision on an application for a place in our school.

9. Notifying applicants of decisions

Applicants will be informed in writing as to the decision of the school, within the timeline outlined in the Annual Admissions Notice.

If a student is not offered a place in our school, the reasons why they were not offered a place will be communicated in writing to the applicant, including, where applicable, details of the student's ranking against the selection criteria and details of the student's place on the waiting list for the school year concerned.

Applicants will be informed of the right to seek a review/right of appeal of the school's decision (see [section 18](#) below for further details).

10. Acceptance of an offer of a place by an applicant

In accepting an offer of admission from Temple Carrig School you must indicate—

- (i) whether or not you have accepted an offer of admission for another school or schools. If you have accepted such an offer, you must also provide details of the offer or offers concerned and
- (ii) whether or not you have applied for and awaiting confirmation of an offer of admission from another school or schools, and if so, you must provide details of the other school or schools concerned.

11. Circumstances in which offers may not be made or may be withdrawn

An offer of admission may not be made or may be withdrawn by Temple Carrig School where—

- (i) it is established that information contained in the application is false or misleading (or in the case of applications to the Harbour, if relevant reports have been omitted or withheld) .
- (ii) an 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.



- (iii) the parent of a student, when required by the principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student; or
- (iv) an applicant has failed to comply with the requirements of 'acceptance of an offer' as set out in [section 10](#) above.

12. Sharing of Data with other schools

Applicants should be aware that section 66(6) of the Education (Admission to Schools) Act 2018 allows for the sharing of certain information between schools in order to facilitate the efficient admission of students.

13. Waiting list in the event of oversubscription

In the event of there being more applications to the school year concerned than places available, a waiting list of students whose applications for admission to Temple Carrig School were unsuccessful due to the school being oversubscribed will be compiled and will remain valid for the school year in which admission is being sought.

Placement on the waiting list of Temple Carrig School is in the order of priority assigned to the students' applications after the school has applied the selection criteria in accordance with this admission policy.

Offers of any subsequent places that become available for the school year in relation to which admission is being sought will be made to those students on the waiting list, in accordance with the order of priority in relation to which the students have been placed on the list.

Applicants who are waitlisted for the Harbour will be listed on a separate waiting list for the Harbour. Applicants for the Harbour who do not meet the criteria for admission set out in Appendix 2 of this policy will not be admitted, whether there are places available in the Harbour or not.

14. Late Applications

All applications for admission received after the closing date as outlined in the Annual Admission Notice will be considered and decided upon in accordance with our school's admissions policy, the Education Admissions to School Act 2018 and any regulations made under that Act.



15. Procedures for admission of students to other years and during the school year

The procedures of the school in relation to the admission of students who are not already admitted to the school to classes or years other than the school's intake group are as follows:

Applications for places should be made on the official application form, which is available from the school's website, or, on written request, from the school office. Application forms must be fully completed. An application for any year cannot be considered until a completed application form has been received.

Admissions to years other than first year are considered using the same criteria as for first year, with the addition of the following:

Places will not be offered in Sixth Year. Places may be offered in Second, Third, Transition and Fifth Year. Such places will only be offered to take effect at the commencement of the next academic year and places will not be offered or allocated once the academic year has commenced. The School does not accept the transfer of students into the School during the academic year.

There must be vacancies in the appropriate year, curricular course, and subject options as and when determined by the Board of Management.

The application for places must set out the reasons why the applicant wishes to attend Temple Carrig School and indicate how the applicant expects to contribute to the life of the School if admitted. As indicated in Section 7 above, the School will not take account of the applicant's academic ability, skills or aptitude when assessing the allocation of a place to the student, but will take account of the students understanding of the characteristic spirit and ethos of the School and the values of kindness, integrity, endeavour and adventure practised in the School daily and their behavioural/discipline record in previous schools.

Within 21 days of receipt of an application, the school will issue a reply in writing by electronic means outlining either, a) a decision to grant admission or, b) a decision to refuse admission; whereupon the name of the applicant student will be added to the waiting list in accordance with Section 13 of this policy to be considered if places become available in the relevant year group.

Pursuant to Data Protection legislation, an application shall only be held for no longer than is necessary for the purposes for which it was processed, i.e. the relevant school year. Therefore, a completed application form must be submitted for each year that a place is being sought. If a parent/guardian wishes to reapply in this manner, an application for a forthcoming school year may be submitted after the last day of term three in any academic year

Applications for the Harbour are based on the provisions outlined in Appendix 2 and Paragraph 6 (a).



The procedures of the school in relation to the admission of students who are not already admitted to the school, after the commencement of the school year in which admission is sought, are as follows:

The School will not admit applicants to a School Year following the commencement of the school year.

16. Declaration in relation to the non-charging of fees

This rule applies to all schools.

The Board of Temple Carrig School or any persons acting on its behalf will not charge fees for or seek payment or contributions (howsoever described) as a condition of-

- (a) an application for admission of a student to the school, or
- (b) the admission or continued enrolment of a student in the school.

17. Reviews/appeals

Review of decisions by the Board of Management

The parent of the student, or in the case of a student who has reached the age of 18 years, the student, may request the Board to review a decision to refuse admission. Such requests must be made in accordance with Section 29C of the Education Act 1998.

The timeline within which such a review must be requested and the other requirements applicable to such reviews are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

The Board will conduct such reviews in accordance with the requirements of the procedures determined under Section 29B and with section 29C of the Education Act 1998.

Note: Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the Board of Management prior to making an appeal under section 29 of the Education Act 1998.

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the



Board of Management prior to making an appeal under section 29 of the Education Act 1998.

18. Right of appeal

Under Section 29 of the Education Act 1998, the parent of the student, or in the case of a student who has reached the age of 18 years, the student, may appeal a decision of this school to refuse admission.

An appeal may be made under Section 29 (1)(c)(i) of the Education Act 1998 where the refusal to admit was due to the school being oversubscribed.

An appeal may be made under Section 29 (1)(c)(ii) of the Education Act 1998 where the refusal to admit was due a reason other than the school being oversubscribed.

Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the Board of Management **prior to making an appeal** under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the board of management prior to making an appeal under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Appeals under Section 29 of the Education Act 1998 will be considered and determined by an independent appeals committee appointed by the Minister for Education and Skills.

The timeline within which such an appeal must be made and the other requirements applicable to such appeals are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.



Appendix 1

Church of Ireland affiliation

The Board of Management believes that it is essential to the maintenance of the ethos and characteristic spirit of the school that applicants that are members of the Church of Ireland should be a key part of the school community.

Applicants with a Church of Ireland affiliation are children who are certified to the School in a prescribed form (available from the School Office) by the Rector for the time being of their parish as being members of the Church of Ireland; If you think that your child qualifies for a COI affiliation, you should make contact with the school office (or send an email to admissions@templecarrigschool.ie), to receive a COI Affiliation form which should be completed and returned to the school office directly. The obligation rests with applicants to complete this form and return it to the school office within the time indicated on the form. The school office will then forward the form to the relevant Rector for verification. Priority for a COI affiliation shall only apply where an applicant has completed a COI Affiliation form and returned it to the School Office by the closing date specified in the Annual Admissions Notice for the receipt of applications and where that form has subsequently been verified by the relevant Rector.

It is important to realise that this priority will only apply for applicants who meet all other admission criteria within their application category at the date of application (ie – permanent residence within the relevant catchment area and attendance at one of the listed feeder schools)



Appendix Two – The Harbour (ASD Special Class)

Application Procedure and Admission Criteria

1) Status and scope

This appendix forms part of Temple Carrig School's single Admissions Policy and sets out the application procedure and criteria for admission to The Harbour, the School's ASD special class. It must be read alongside the School's Annual Admission Notice and the general sections of the Admissions Policy (including selection criteria where the number of eligible applicants exceeds places). Schools may only review professional reports to confirm that applicants meet the category of special educational needs for the special class; academic ability, skills or aptitudes are not considered for admission.

2) How to apply

Applicants seeking a place in The Harbour (ASD Special Class) should indicate this clearly on their main application form to Temple Carrig School. There is no separate application form for the Harbour.

Where a potential place in the Harbour is available, the School will then contact the parent(s)/guardian(s) to request the necessary supporting professional documentation (see Section 3 below).

The Annual Admission Notice will set out key dates and the number of available places in the School, including places in The Harbour, for the relevant year.

3) Eligibility criteria

In line with Department of Education and Youth and NCSE requirements, eligibility criteria are nationally set and schools may not add local criteria. From the 2026/27 school year onwards, an applicant is eligible for consideration for admission to The Harbour (ASD) where the application includes all of the following professional documentation:

- **Diagnosis:** A professional report confirming a diagnosis of Autism/ASD (DSM-IV/DSM-5 or ICD-10/ICD-11) from an appropriate professional (e.g., psychologist, psychiatrist, or a multi-disciplinary team).
- **Complexity of need:** Evidence in the professional report(s) demonstrating an understanding of the overall level and complexity of the young person's needs.
- **Placement recommendation:** A clear professional recommendation, with rationale, that a special class in a mainstream school is the most appropriate educational placement to meet the young person's needs.
- **NCSE letter:** A letter from the NCSE confirming that the child/young person is known to the NCSE and has the required diagnosis and recommendation for a special class for autism. *(Required for 2026/27 admissions and thereafter.)*



Important: The School will not impose any additional eligibility requirements beyond the four items above (for example, specific cognitive bands, ability to attend mainstream classes, or resource-based preconditions). Such additions are not permitted.

4) What we may request

To support transition planning after an offer is accepted, families may be invited to share further relevant reports (e.g., Speech & Language Therapy, Occupational Therapy, psychiatric or clinical notes) and to permit contact with the current/previous school for transfer records. These materials are not required to establish eligibility or to determine offers, and their absence will not disadvantage an applicant during the admissions process.

5) Oversubscription (selection when there are more eligible applicants than places)

Where the number of eligible applicants exceeds the number of places, the School will apply the published selection criteria in its Admissions Policy (see Section 6(a) of the Policy) in a fair and non-discriminatory manner. Selection criteria are approved at patron level and published by the School; they cannot include or rely on:

- cognitive functioning thresholds;
- requirements to “meaningfully participate” in mainstream classes;
- predictions about a student’s potential behaviour or health & safety risk;
- the availability of resources; or
- limiting access to a five-year post-primary programme only (e.g., excluding access to Transition Year available to other students).

Principle: Special classes exist to support learners who cannot access the mainstream curriculum for most or all of the school day, even with supports. Admission practices must not unfairly restrict access for applicants with more complex needs who otherwise meet the eligibility criteria.

6) Decision-making process

The School may convene an Admissions Review Panel (e.g., Principal/Deputy Principal, ASD Class Teacher, and Support for Learning Coordinator) to verify documentation against the national eligibility criteria and to apply the School’s published selection criteria where necessary. The Panel does not conduct additional assessments of ability/aptitude and does not apply local eligibility conditions. Final decisions on offers are issued on behalf of the Board of Management in accordance with the Admissions Policy.



7) Notifications, waiting lists and late applications

Offers, wait-listing, and treatment of late/invalid applications will follow the processes set out in the School's Admissions Policy and Annual Admission Notice. Where places later become available, they will be offered strictly in line with the published selection sequence.

8) Post-admission inclusion and programme access

Students enrolled in The Harbour are members of the School community and may engage in appropriate learning with their peers in mainstream settings as part of ordinary practice. Schools are supported through mainstream and special-class staffing and are not required to reserve dedicated places in mainstream in order to facilitate inclusion; enrolment to the special class must not be impeded by constraints the school applies to mainstream capacity.

9) Code of Behaviour and statutory processes

All students are subject to the School's Code of Behaviour and Health & Safety policies. Any suspension or expulsion will occur only in accordance with statutory procedures and the School's Code of Behaviour and is separate from the admissions process. *(For clarity, the School will not "withdraw enrolment" from The Harbour on grounds such as predicted behaviour, perceived risk, or resource constraints; these grounds cannot be used to refuse admission either.)*

10) Reviews and appeals

Where an application is refused (e.g., the applicant does not meet national eligibility criteria or no place can be offered after applying the published selection criteria), the decision notification will set out the reasons. Parents/Guardians may seek an internal review by the Board of Management and, subsequently, have a right to appeal under Section 29 of the Education Act 1998 (as amended) to the Department of Education and Youth.