

HOLY FAMILY SENIOR NATIONAL SCHOOL
River Valley, Swords, Co Dublin.

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Deputy Principal: Fionnuala Shelly
Chairperson: Mary Kildea
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ANNUAL ADMISSION NOTICE
In respect of Admissions to the 2025/2026 School Year

Admission Policy and Application Form

A copy of the school's **Admission Policy** is available to download at: www.holyfamilysns.ie

From 1st December 2024 to 24th January 2025 a form will be available online at:

databizsolutions.ie/AdmissionForm and

enter **School Roll No. 19877C**.

Parents/Guardians should complete this form as soon as possible to allow the school to contact them regarding a formal registration for enrolment. All required documentation, **without exception**, must be supplied when requested.

This school accepts applications in two categories: for Mainstream Classes from 3rd Class to 6th Class and separately for the 2 Reading Classes.

- **Children commencing Third Class in September 2025 who are transferring from Holy Family J.N.S.**

Application and Decision Dates for admission to school year 2025/2026

The following are the dates applicable for admission to Third Class

The school will commence accepting applications for admission	1 st December 2024
The school shall cease accepting completed applications for admission on	24 th January 2025 at 2.20pm
The latest date by which applicants will be notified of the decision on their application is	14 th February 2025
The period within which applicants must confirm acceptance of an offer of admission is	10 days from date on letter of offer

Failure to accept an offer within the prescribed period will result in the offer being withdrawn.

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

Number of places being made available in Third Class for school year 2025/2026

The number of places being made available in Third Class	156
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- **Children who wish to transfer from a recognised school to Holy Family Senior School.**
Parents/Guardians who wish to transfer their child from another recognised school to Holy Family Senior School, i.e. 3rd class to 6th class, either:
 - a) From 1st December 2024 to 24th January 2025 a form will be available online at: databizsolutions.ie/AdmissionForm and enter **School Roll No. 19877C**. Parents/Guardians should complete this form as soon as possible to allow the school to contact them regarding a formal

registration for enrolment. All required documentation, **without exception**, must be supplied when requested.

b) Outside the dates of 1st December 2024 to 24th January 2025, Parents/Guardians can still complete the online application form at: databizsolutions.ie/AdmissionForm and enter **School Roll No. 19877C**. However, these applications are considered **LATE APPLICATIONS** and will be dealt with as per our Admissions Policy.

● **Children applying for places in the two Reading Classes for 2025/2026.**

Please see Admissions Policy for eligibility criteria. Parents/Guardians who wish to apply for a place in the Reading Classes for 2025/2026, please apply to the school using the Reading Class Application Form available from the school website. PLEASE NOTE THAT ONLY FULLY COMPLETED APPLICATIONS WILL BE ACCEPTED. A completed application includes a letter from parents/guardians requesting a place, a completed application form, a psychological report which specifically recommends a place in a Reading Class, school reports from the last two years, an Irish Exemption Certificate if applicable and any other reports by professionals.

Number of places being made available in the Reading Classes for school year 2025/2026

The number of places being made available in the Reading Classes	6
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DOCUMENTATION REQUIRED FOR ADMISSION APPLICATIONS (Children transferring from Holy Family J.N.S. do not need to submit this documentation)

Original Birth Certificate/Adoption Certificate.(**not a photocopy**)

All pupils who are accepted for enrolment will be registered as per the name on their birth certificate.

Child's PPSN (requirement from Department of Education & Skills)

Two original items as proof of address, issued within 3 months:

one must be a gas/electricity bill *** **and any one** of the following: Statement from Bank/Building Society/Credit Union, Letter from Dept. Social Protection/Revenue. Other official correspondence from an Irish State Agency.

(not required in the case of siblings who are currently enrolled Holy Family Schools)

Eircode

E-mail addresses for parents/guardians

*****Where the applicant cannot present the stipulated utility bill, a letter from a Peace Commissioner / Commissioner of Oaths, confirming that the address given is the primary residence of the child/applicant. This letter must be dated within the previous 3 months of the date of application.**

As the school was oversubscribed for Third Class Admissions to 2024/2025 School Year, below is breakdown of places allocated

Number of applications for Admission received by the school was	153
Number of places available was	144
Number of places originally offered to <u>Category 1 (Children transferring from 2nd class in Holy Family J.N.S. to 3rd Class in Holy Family S.N.S)</u>	139
<u>Category 2 -All other applicants resident outside the parish.</u>	1
Original Waiting List	14
With school year 2024/2025 commenced, some originally accepted places had a change of	5

mind/moved from the area – these places were offered to the waiting list strictly in accordance with our Admissions Policy.

