



## Enrolment Form

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_  
(exactly as on birth certificate)

Address: \_\_\_\_\_  
\_\_\_\_\_

Nationality of Pupil: \_\_\_\_\_ Pupil PPS No \_\_\_\_\_  
**\*(must be provided)**

Date of Birth: \_\_\_\_\_  
(Copy of birth certificate to be returned with this Form)

What is the mother tongue of the student? \_\_\_\_\_

Ethnic and Cultural background of the student [To be answered on a voluntary basis]

\_\_\_\_\_

Position of this pupil in Family: \_\_\_\_\_ Brothers/Sisters in the school: \_\_\_\_\_

Previous School Attended: \_\_\_\_\_

### Names of Parents/Legal Guardian(s)

Father: \_\_\_\_\_ Mobile: \_\_\_\_\_ Tel: no. at work: \_\_\_\_\_

Mother: \_\_\_\_\_ Mother's Maiden Name: (Department requirement) \_\_\_\_\_

Mobile: \_\_\_\_\_ Tel: no. at work: \_\_\_\_\_

### Emergency Contact (other than Parents):

Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

### School Contacting You:

Please confirm if you are happy for us to contact you by SMS/text message and to call you on the telephone numbers provided and to send you emails for all the purposes of: sports days, parent teacher meetings, school concerts/events, to notify you of school closure (e.g. where there are adverse weather conditions), to notify you of your child's non-attendance or late attendance or any other issues relating to your child's conduct in school, to communicate with you in relation to your child's social, emotional and educational progress and to contact you in the case of an emergency.

#### Tick box if "yes" you agree with these uses

- Use your email address to alert you to these issues?
- Use your mobile phone number to send you SMS texts to alert you to these issues?
- Use your mobile phone/landline number to call you to alert you to these issues?

Please note: St Joseph's Secondary School reserves the right to contact you in case of an emergency relating to your child, regardless of whether you have given your consent.

**Health Details:**

Please outline any health problems that we should be aware of e.g.: learning difficulties, sight difficulties, hearing defects, use of inhalers, special medication, allergies etc.

Nature of Illness: \_\_\_\_\_

Doctor usually attended: \_\_\_\_\_ Phone no: \_\_\_\_\_

Medical Card No. \_\_\_\_\_

Other relevant information: \_\_\_\_\_

**Present School:**

Was the pupil receiving learning support /resource in Primary School? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, in what subjects: \_\_\_\_\_

Has pupil had an Educational Psychological Assessment? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, please provide a copy of that report with this form.

Please sign below to authorise release of any assessment material to St. Joseph's Secondary School.

I give the Principal of ..... permission to release a copy of any assessment report to St. Joseph's Secondary School.

Parent's Signature: \_\_\_\_\_

**Formal Parental Consent:**

- (a) I have read the Code of Behaviour and accept the rules and procedures outlined in it. I will make every effort to ensure that my child will comply with it.
- (b) I authorise the school authorities to arrange necessary medical treatment for \_\_\_\_\_ in case of emergency.
- (c) I enclose an administration fee of €80.
- (d) I enclose a copy of the child's birth certificate
- (e) St Joseph's Secondary School, Ballybunion has my permission to use my or my child's photograph publically to promote the school. I understand that the images may be used in print publications, online publications, presentations, websites, and social media. I also understand that no royalty, fee or other compensation shall become payable to me by reason of such use.

I hereby formally request that my child be enrolled in St. Joseph's Secondary School.

Signed: \_\_\_\_\_  
(Father/Male Guardian) (Mother/Female Guardian)

Date: \_\_\_\_\_

*The school is a Data Controller under the Data Protection Acts 1998 and 2003. Personal data supplied on the enrolment form will be used for the purposes of student enrolment, registration, administration, child welfare and to fulfil any other legal obligations. While the information provided will generally be treated as confidential to the school, from time to time it may be necessary for the school to exchange personal data on a confidential basis with other bodies including the Department of Education and Skills, Department of Social and Family Affairs, An Garda Síochána, the Health Service Executive, National Educational Welfare Board. Contact details will also be used to notify you of school events and activities. The school relies on parents/guardians to provide us with accurate and complete information and to update us in relation to any change in the information provided. You should write to the Principal should you wish to update or access your child's personal data.*