

12<sup>th</sup> February, 2025

Dear Parents/Guardians,

**GUIDELINES FOR NEW SCHOOL ADMISSIONS FOR SEPTEMBER 2025**

In accordance with guidelines issued by the Department of Education, it is now necessary for the school to begin the new pupil admission procedure at this early stage.

**Application process opens on 21<sup>st</sup> February, 2025.**

Anyone wishing to enrol children for start of school in September 2025 need to fill out the attached 'Application Form for Admission' and return this to our school by **7<sup>th</sup> March, 2025**. This Form then needs to go before the school's Board of Management at their next meeting.

After the Board of Management meeting, if your application is successful, you will receive (within **21 days**), a 'Letter of Offer' and 'Registration Form' (along with other relevant school information) and these need to be completed and returned to school to confirm acceptance before **12<sup>th</sup> April, 2025**.

Again, this procedure and dates are all in accordance with guidelines set down by the Department of Education.

Thanking you for your co-operation and looking forward to meeting with you.

Kind Regards,

*David O'Leary*  
*Principal*



# Scoil Naomh Fhionáin

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## Application Form for Admission for Year 2025/2026

Pupil's First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_ PPS No: \_\_\_\_\_

Address (at which the applicant resides): \_\_\_\_\_  
\_\_\_\_\_ **Eircode** \_\_\_\_\_

Name and class of sibling(s) currently enrolled: \_\_\_\_\_

Parish in which the applicant resides \_\_\_\_\_

### PARENT(S)/GUARDIAN(S):

<p>Name of Mother/Guardian:</p> <p>Mrs/Ms _____</p> <p>(Address if different from _____ _____</p> <p>Mother's Maiden Name: _____</p>	<p>Name of Father/Guardian:</p> <p>Mr _____</p> <p>(Address if different from _____ _____</p>
<p>*Mobile No: _____</p> <p><i>*(This number will be used for school texts/notifications unless you specify otherwise)</i></p> <p>*Email: _____</p> <p><i>*Print email clearly (email for use on Databiz Admin System/Eolas App &amp; school correspondence)</i></p>	<p>Mobile No: _____</p> <p>Email: _____</p>

Signature 1: \_\_\_\_\_

Signature 2: \_\_\_\_\_

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

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

Completed Applications Form must be returned to St. Finian's National School **before 3pm on 7<sup>th</sup> March, 2025**. See website for Admissions Policy.

Applications for bus transport must be made directly through [www.buseireann.ie](http://www.buseireann.ie)