



Enrolment Policy for Autism Class 2025/26

Criteria for Enrolment in Autism Class

Subject to sufficient places being made available in the Special class, the criteria for enrolment to the Special Class, incorporating the Department of Education are as follows:

1. An application to enrol in the special class must be fully completed by the parents/guardians on behalf of the child. (Application form on school website)
2. This application to enrol in the special class must be accompanied by an original birth certificate and proof of address.
3. A recent psychological assessment dated within 24 months of the closing date for applications to enrol.
4. The child must have a primary diagnosis of Autistic Spectrum Disorder made using the DSM-V or ICD 10 or equivalent by the psychologist or a member of the multidisciplinary team.
5. The psychological report must have a recommendation that a special class placement in a mainstream school is both necessary and suitable for the child.
6. All children must be 5 yrs of age on or before the 31st August of the incoming school year.
7. The parents of the child must accept and agree to the school's Code of Behaviour and the terms of the Admissions Policy.
8. An acceptance form as issued by the school must be returned to the school within the required time period.

Please note that fulfilling the enrolment criteria does not necessarily ensure enrolment if sufficient places are not available and/or sufficient classroom space is not available.

All unsuccessful qualifying applicants will be placed on the placement list, in accordance with the above criteria for places that may become available. All unsuccessful applicants have a right of appeal under Section 29 of the Education Act, 1998. The placement list is valid for vacancies which occur in the current school year only.

Enrolment to the Autism class will adhere to the dates provided on the Admission Notice for the autism class which will be published a week in advance of accepting enrolment forms. Late applicants will be placed on the placement list, in accordance with the above criteria for places that may become available.

Oversubscription

In the event that the Special Class is oversubscribed, the school will, when deciding on applications for admission, apply the following criteria in the order listed below to those eligible applications (see above) that are received within the timeline for receipt of applications as set out in the school's annual admission policy

Priority is given in the order of (a) to (d)

- a) Children already enrolled in the school.
- b) Siblings including foster or step- siblings of pupils currently enrolled.
- c) Children residing within Monasterboice Parish, providing a place to the child nearest the school by road following Google Maps.
- d) Other children: outside the Monasterboice Parish, providing a place to the child nearest the school by road following Google Maps.

The position within the autism class will be reviewed on a yearly basis at a meeting between school personnel and the family.

Discharge

It is school policy that the year that the student turns 13 will be their final year in Scoil Naomh Buithe. Students who reach the age of 13 on or after September 1st in any year will be permitted to complete that academic year. This means a June discharge in the following year. The onus will be on the parents to negotiate the placement with a suitable secondary school. Scoil Naomh Buithe will facilitate all transfer of records/reports as well as assist with any information required with regards to the student. Scoil Naomh Buithe will be deemed to have authority to forward all relevant reports and assessments to the secondary school unless specifically instructed in writing not to do so.

Discharge may also be recommended after the first and/or any subsequent year if following psychological assessments and consultation with the parents/guardians, it is felt that the placement is no longer appropriate and serves the best interest of the child. Discharge may also happen if a pupil is fully integrated into the mainstream school. The Board of Management has the right to overrule any decision made in this regard.

Evaluation

The Board of Management will monitor the implementation of all aspects of this policy. This policy will be amended and updated as required.

Review

This policy is subject to review by the Board of Management as required.

Admissions and Enrolment Policy Designated Autism Class

This policy was adopted by the Board of Management of Scoil Naomh Buithe at its meeting held on:

Date: _____

Signed: _____

Chairperson, Board of Management.