Application for admission of new pupils

Scoil Chríost Rí, Rockfield, Coolaney, Co. Sligo
Application for admission of new pupils

Name of child   _____

Date of birth   _____

Father's name   _____

Mother's name   _____

Home address   _____

                        _____

                        _____

Eircode   _____

Telephone number for
text messaging service_____

Email address   _____

Mobile number (Mum)   _____

Mobile number (Dad)   _____

Alternative number if
Parents cannot be reached _____
(Please note this is an essential requirement in the case of an emergency)

Religion   _____

Date and place of baptism _____
(If Roman Catholic)

Preschool attended ☐ 1 year cycle ☐ 2 year cycle _____

Previous school attended (If applicable) _____

Name of family doctor   _____

Irish version of child's name _____

Does any legal order under family law exist that the school should know about? _____

Any other useful information
For instance, list any problems the child may have in relation to health (allergies, epilepsy, asthma, sight, hearing, speech etc.)
_____
_____
_____
_____

Please inform the class teacher of any medical conditions your child may have, at the beginning of each academic year

Please attach (a) Birth cert_____   (b) Baptismal cert_____
                                                    (If receiving the Sacraments)

I give permission for my child to be taken straight to the local doctor/hospital in the case of serious illness or accident.

I give permission for my child's photo to be taken for school occasions (e.g. school outings, school blitzes, projects and school public events) and to be displayed in social media and our school website.

I give permission for my child to go on local outings (e.g. Competitions, visiting the church, going on a nature walk, Cumann na mBunscol,open days etc).

I give permission for my child to take part in Relationships & Sexuality Education (Growing & Changing Strand)

Please ensure that you inform the child's class teacher in September every year that your child will not be participating in the RSE programme if permission has been withheld.

I have received and read a copy of the "School Code of Behaviour Booklet" overleaf and agree to the school's code of behaviour.

I will co-operate with the staff and support the ethos of the school.

According to the <u>Acceptable Use Policy</u>, I grant permission for my child to access the internet for educational purposes while supervised by their teacher and for their work to be published on the school website. Every reasonable precaution has been taken by the school to provide for online safety but the school cannot be held responsible if my child accesses unsuitable websites.

I will not post photographs/videos of any other pupil during a school event on any social media site prior to receiving consent from that pupil's parents.

I agree, under the Special Education Needs' model, to additional support and diagnostic testing by the Special Education Teacher, for my child in class and/or to be removed with a group, if necessary.

I am aware that the data provided on my child will be transferred to the Primary Online Database with the Department of Education & Skills and is a pre-requisite to enrolment in this school.

I agree to abide by the school uniform policy (see Code of Behaviour Booklet, Point 12 overleaf).

Please note that the completion of this form does not confer an automatic right to a place in the school.

Signed   _____

Date   _____
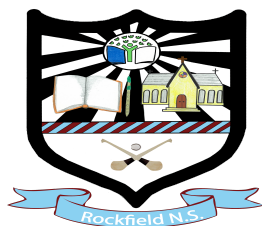
Scoil Chríost Rí,
Rockfield, Coolaney, Co. Sligo. F56 FW32
071 91 30539

Email: info@rockfieldns.eu   *Website:* www.rockfieldns.eu

ROCKFIELD N.S. CODE OF BEHAVIOUR BOOKLET:

1. All pupils must be in class on time. Please note children must be seated in their classrooms by 9:20am.
2. All children must enter/exit through the side gate.
3. **A note from parent(s)** is required when:
   (a) A pupil has been absent
   (b) A pupil wishes to leave during school hours
   (c) Homework has not been completed
4. Healthy lunches are essential. Junk food of any kind is not allowed in lunch boxes including cereal bars. (Please read Healthy Eating recommendations on our school website). **Chewing gum is banned!**
5. Classrooms, toilets and school yard must be kept tidy.
6. Pupils must not throw litter about. Bins are provided.
7. Pupils are not permitted to stay inside the school building during break-times (weather permitting).
8. School property must not be marked or damaged.
9. All children should respect the property of others.
10. No running is permitted within the school building.
11. Under no circumstances should a child leave the school grounds without permission.
12. **The children may wear PLAIN NAVY COTTON tracksuit bottoms on P.E. days along with their white school polo shirt and school jumper. Full school uniform (proper school jumper, trousers/skirt, t-shirt/ shirt) including PLAIN BLACK SHOES, (no labels e.g. Adidas, Nike, Vans, Converse, Lonsdale, Canterbury, Reebok, Puma - this list is non-exhaustive) to be worn the remaining school days.**
13. Clothing and personal property to have name tags/labels.
14. Politeness and respect is expected towards teachers, fellow pupils and visitors.
15. A pupil must not behave in a manner likely to disrupt class.
16. Finger nails to be kept short, clean and unvarnished. No shellac, acrylic or gel nails allowed.
17. Girls allowed only one pair of stud earrings.
18. Electronic devices (e.g.: mobile phones, i-pods, smart watches etc.) are strictly prohibited.
19. To avoid disruption in class, parents are asked **not** to arrive unexpectedly at the classroom door or to telephone the teacher during classroom lessons. An arranged time after school between the child's teacher and parent may be organised.
20. Hair to be kept neat without any hair dye or highlights. Long hair must be tied back.

HOMEWORK:

Homework should be done carefully each evening and the child's homework notebook should be signed by a parent. Please note that younger children may not have a homework notebook, therefore, please ensure that relevant homework is signed daily. Parents will be informed if homework is unsatisfactory.

PLAYGROUND:

1. Pupils are encouraged to play with their own classmates or age groups
2. No rough play, kicking or pulling is permitted
3. No name-calling or bad language will not be tolerated
4. Respect for outdoor equipment and toys

SANCTIONS:

Anything broken must be replaced.
Anything defaced must be cleaned. Parents will be informed.

The following sanctions will be used to deal with unacceptable behaviour:
1. Reasoning with the pupil.
2. Reprimand – including advice on how to behave
3. Temporary separation from peers, friends or others.
4. Loss of privileges.
5. Detention during break-time.
6. Prescribing additional work.
7. Communication with parents.
8. Suspension (Temporary)
9. Expulsion (Permanent)

Teacher will keep a written record of all instances of serious behaviour.
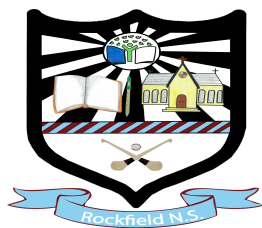
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Permission Form Template

Please view the school Internet Acceptable Use Policy on our school website www.rockfieldns.eu **Sign and return this permission form to the School**.

Name of Pupil: _____ ***Class:*** _____

Pupil

I agree to follow the school's Acceptable Use Policy on the use of the Internet. (Please view the policy on our new school website). I will use the Internet in a responsible way and obey all the rules explained to me by the school.

Pupil's Signature: _____ Date: _____

Parent/Guardian

As the parent or legal guardian of the above pupil, I have read the Acceptable Use Policy and grant permission for my son or daughter or the child in my care to access the Internet. I understand that Internet access is intended for educational purposes. I also understand that every reasonable precaution has been taken by the school to provide for online safety but the school cannot be held responsible if pupils access unsuitable websites.

I accept the above paragraph ☐   I do not accept the above paragraph ☐
(Please tick as appropriate)

In relation to the school website, I accept that, if the school considers it appropriate, my child's schoolwork/photograph focusing on school activities may be chosen for inclusion on the website. I understand and accept the terms of the Acceptable Use Policy relating to publishing children's work/photographs on the school website.

I accept the above paragraph ☐   I do not accept the above paragraph ☐
 (Please tick as appropriate)

Signature: _____ Date: _____

Address: _____ Telephone: _____
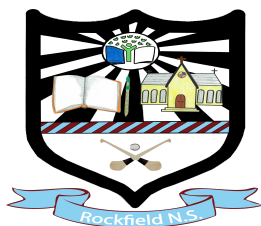
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The Department of Education and Skills is developing an electronic database of primary school pupils called the Primary Online Database (POD) which will involve schools maintaining and returning data on pupils to the Department at individual pupil level on a live system. The database will allow the Department to evaluate progress and outcomes of pupils at primary level, to validate school enrolment returns for grant payment and teacher allocation purposes, to follow up on pupils who do not make the transfer from primary to post primary level and for statistical reporting.

The database will hold data on all primary school pupils including their PPSN, First Name, Surname, Name as per Birth Certificate, Mother's Maiden Name, Address, Date of Birth, Gender, Nationality, whether one of the pupil's mother tongues is English or Irish, whether the pupil is in receipt of an Exemption from Irish and if so the reason for same, whether the pupil is in receipt of Learning Support and if so the type of learning support, whether the pupil is in a Mainstream or Special Class. The database will record the class grouping and standard the pupil is enrolled in. The database will also contain, on an optional basis, information on the pupil's religion and on their ethnic or cultural background. **In order to assist with the gathering of data please complete this form in CAPITAL LETTERS and return to the school.** This form will be retained by the primary school.

Teacher/Class Name _____

Current Standard

Junior Infants ☐   Senior Infants ☐   First Class ☐

Second Class ☐   Third Class ☐   Fourth Class ☐

Fifth Class ☐   Sixth Class ☐   Special Class ☐

Pupil Forename: _____**Pupil Surname:** _____

PPSN of Pupil: _____**Mother's Birth Surname:** _____

Pupil's Date of Birth _____**Pupil's Gender: Male** ☐   **Female** ☐

Birth Cert Forename (if different from name above) _____

Birth Cert Surname (if different from name above) _____

Pupil Address _____

Eircode _____ (See https://finder.eircode.ie/for Eircode)
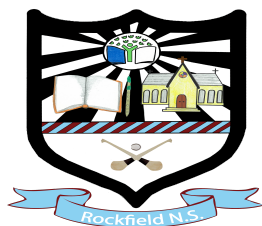
County _____

Nationality _____ **(In the case of dual citizenship, please specify both nationalities)**

Is one of the pupil's mother tongues (i.e. language spoken at home) Irish or English?

   Yes ☐   **No** ☐

The Department has consulted with the Data Protection Commissioner in relation to the collection of individual pupil information for the Primary Online Database. Both religion and ethnic and cultural background are sensitive personal data categories under Data Protection legislation. These questions are optional. While these questions are optional, the information would be very useful to the Department for statistical and research purposes. Aggregated information on Ethnic/Cultural background will be used to track the progress of these groups, and to compare their progress with other groups, thereby identifying gaps in the system and assisting in the development and implementation of appropriate policies and interventions. Enhanced capitation in respect of pupils who are members of the Traveller Community will be paid to schools on the basis of the answers to this question. Aggregated information on religion will be used for statistical purposes only. Parents/guardians are asked, if they wish to do so, to identify their children's religion and ethnic background, and to consent for this information to be transferred to the Department of Education and Skills.

This page of the form will be retained by your primary school.

To which ethnic or cultural background group does your child belong (please tick one)?
(Categories based on the Census of Population)

White Irish ☐   Irish Traveller ☐   Roma ☐

Any other White Background ☐   Black or Black Irish-African ☐

Black or Black Irish-Any other Black Background ☐   Asian or Asian Irish-Chinese ☐

Asian or Asian Irish-Any other Asian Background ☐   Other (inc. mixed background) ☐

No consent ☐

What is your child's religion?

Roman Catholic ☐	Church of Ireland (Anglican) ☐	Presbyterian	☐
Methodist, Wesleyan ☐	Jewish	☐ Muslim (Islamic)	☐
Orthodox (Greek,Coptic,Russian) ☐	Apostolic or Pentecostal	☐ Hindu	☐
Buddhist ☐	Jehovah's Witness	☐ Lutheran	☐
Atheist ☐	Baptist	☐ Agnostic	☐
Christian Religion (not further defined) ☐	Protestant	☐ Evangelical	☐
Other Religions ☐	No Religion	☐ No Consent	☐
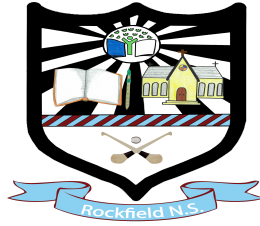
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Dear Parents/Guardians,

Our Infant classes will be using Seesaw (http://seesaw.me), a child friendly, secure online journal where students can document work and reflect on what they are learning in class.

The main reason for using SeeSaw is, in the event that your child/children, has/have to isolate at home, the teachers will be able to continue teaching their classes remotely.

In order to facilitate working on SeeSaw and for everyone to get used to the platform, teachers will use it as a homework tool at the beginning of the school year. This will allow you and your child to practise the use of it.

This is a new venture and we understand that it will take time for you all (to get used to it). In order to help everyone, there are tutorials available for both parents and students as outlined below. In addition, the class teacher will practice the use of SeeSaw in class so the students will be familiar with it.

Parent tutorial: https://web.seesaw.me/parents
Student tutorial: https://www.youtube.com/watch?v=g5jG9VoROFs

The beauty of Seesaw is that it can be used on ANY device which makes it accessible for all. We understand that there are demands on devices in households or perhaps poor broadband connection. Initially, SeeSaw will be used to explore one activity for homework and access will only be required for a short time.

However, in the event of a return to remote teaching, you are asked to do everything you can to ensure access to a device so that your child can continue to engage with learning. The school can be contacted to facilitate families who have difficulty in this regard.

In order for your child to use SeeSaw, his/ her name needs to be entered on the app. This enables the children to upload work, e.g. photos, videos or voice recordings to their individual accounts.

SeeSaw only uses this information to provide the service. It doesn't facilitate advertisements, create profiles of students, or share or sell personal

information or journal content. More information about SeeSaw's strong privacy promises is available at:

https://web.seesaw.me/privacy.

As required by EU law, General Data Protection Regulation (GDPR) and in order for your child to use Seesaw, the school must get your consent. For more information on GDPR, please visit https://ec.europa.eu/info/law/law-topic/data-protection/reform/rights-citizens.

We hope that your child will enjoy using SeeSaw as another means of documenting and sharing their learning.

Please sign below and return this permission slip so that your child can use SeeSaw.

I give consent for my child, listed below, to use SeeSaw for class and homework activities.

Student Name: _____

Parent's Printed Name: _____

Parent's Signature: _____   Date: _____

Dear Parents/Guardians,

At Rockfield National School, we will use G Suite for Education in the senior classes, and we are seeking your permission to provide and manage a G Suite for Education account for your child. G Suite for Education is a set of education productivity tools from Google including Gmail, Calendar, Docs, Classroom, and more used by tens of millions of students and teachers around the world. At Rockfield National School, students will use their G Suite accounts to complete assignments, communicate with their teachers, sign into their accounts and learn 21st century digital citizenship skills.

The main reason for using G Suite this year is, in the event that your child/children, has/ have to isolate at home, the teachers will be able to continue teaching their classes remotely. In order to facilitate working on G Suite and for everyone to get used to the platform, teachers will use it as a homework tool. This will allow you and your child to practise the use of it. This is a new venture and we understand that it will take time for you all (to get used to it). In order to help everyone, there are tutorials available for both parents and students as outlined below. In addition, the class teacher will practise the use of G Suite in class so the students will become familiar with it.
Parent and Pupil tutorial: https://www.youtube.com/watch?v=88idNZxeZbo
The notice below provides answers to common questions about what Google can and can't do with your child's personal information, including:

• What personal information does Google collect?

 • How does Google use this information?

 • Will Google disclose my child's personal information?

• Does Google use student personal information for users in K-12 schools to target advertising?

 • Can my child share information with others using the G Suite for Education account?

Please read it carefully, let us know of any questions, and then sign below to indicate that you've read the notice on our school website (see link - https://www.rockfieldns.eu/g-suite) and give your consent. If you don't provide your

consent, we will not create a G Suite for Education account for your child. Please understand that this will negatively affect your child's academic performance, especially if learning remotely.

CONSENT FOR G-SUITE FOR EDUCATION

I give permission for Rockfield National School to create/maintain a G Suite for Education account for my child and for Google to collect, use, and disclose information about my child only for the purposes described in the notice (see https://www.rockfieldns.eu/g-suite on our school website).

_____

Full name of Student(s) and Class

_____

Printed name of Parent/Guardian

_____ _____

Signature of Parent/Guardian   **Date**