ST. MARY'S COLLEGE

Ballysadare, Co. Sligo, Tel: 071 9167579, Fax: 071 9130454, Email: info@smcb.ie

Enrolment Application Form for 2027/2028

Personal details of the student applying for admission:

Forename: _____ (as on birth certificate)

Surname: _____ (as on birth certificate)

Preferred name if different from above: _____

Address:

_____

_____ Eircode:

_____

Date of Birth: _____ Student PPS Number: _____

Gender: **M / F** Student Nationality_____

Mother's former surnames (if any): _____

Mother tongue English or Irish **Y / N**

Ethnicity and Cultural Background (as required by the Department of Education) : Please tick one

White Irish__ Irish Traveller __ Roma __ Any other White Background __

Black or Black Irish-African __ Black or Black Irish-any other background __

Asian or Asian Irish- Chinese __ Asian or Asian Irish-Indian/Pakistani/Bangladeshi

Asian or Asian Irish-any other Asian Background __ Other including mixed group/background-Arabic __

Other including mixed background __ No consent __

Present (or last school attended) School Name and Address:

_____

_____

_____

Name of sister/brother currently/formerly at St. Mary's College:

_____

Student to enter 1st/2nd/3rd/TY/5th/6th Year (Circle one) Date of Entry __/__/ 20____

If a student is transferring from another Post Primary School, are they applying to repeat a year?

_____

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Has the student an official Irish Exemption? _____ **Proof of exemption must be enclosed.**

Parent/Guardian details:

Name of Mother/Guardian 1:

_____

Mobile Phone: _____ Email:

_____

Name of Father/Guardian 2:

_____

Mobile Phone: _____ Email:

_____

St. Mary's College has been approved for a class as to meet the needs of students with complex and severe educational needs arising from their diagnosis of Autism Spectrum Disorder (ASD). The class is intended for students who have a diagnosis of ASD meeting DSM IV/V or ICD-10 diagnostic criteria. The class is for all students who meet these criteria irrespective of cognitive ability.	
I confirm that this application is being made for (please tick):	
The SEN class only:	
All required information as required in our Admissions Policy is included with this	

The information I have submitted is correct and I am aware of the procedures for enrolment to First Year/Other Years 2027/2028. I understand that a student is enrolled for full time attendance for the full academic year.

Signed (Parent/Guardian 1): _____ Date:

_____

Signed (Parent/Guardian 2): _____ Date:

_____

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Enrolment Procedure for incoming 1st Years 2027/2028

For incoming students from primary schools, the following is important:

- The school will commence accepting applications for admission on October 14th, 2026.
- The school will cease accepting applications for admission at 4pm on Wednesday 13th January 2027.
- Applicants will be notified in writing of the decision on their application by Friday January 22rd 2027.
- Applicants must confirm acceptance of an offer of admission by Wednesday February 10th 2027.
- Applications received after the closing date will be placed on a waiting list.

Additional Information required for enrolling students **to be returned to St. Mary's College**

ALONG WITH A COPY OF BIRTH CERTIFICATE or Irish Passport
before 13th January 2027

Students name: _____

Official Irish Exemption: Yes / No **(please circle one)**

Copy of Exemption: Enclosed / Previously submitted to school

Proof of Irish Exemption must be submitted

Other emergency contact name and number which is **NOT** already listed on enrolment form.

Name: _____Contact Number:_____

Relationship to Student: _____

Details of any specific needs – learning, behaviour, emotional:

_____

_____

Student tested by Educational Psychologist Yes / No

If yes, please submit copy of report.

Health or medical concerns for student:

_____

_____

Procedures to follow for any particular illness:

_____

_____

Any other relevant information you would like school to be aware of e.g. co-parenting :

_____

Enrolment Forms Privacy Notice

Who is collecting the data:
St. Mary's College
Ballysadare,
Co. Sligo.
T: 071 9167579
E: info@smcb.ie

This Privacy Notice governs the manner in which St. Mary's College collects, uses, maintains and discloses information collected using School Forms.

Personal Identifiable Information (School):

We collect personal identification information from students and prospective students in a variety of ways in connection with the delivery of education at our school. We will collect personal identification information from data subjects only if they voluntarily submit such information to us:

Student's Data (Lawful Basis: Public Interest, Consent, Legal Obligation):

- Name; surname; date of birth; PPS number; address; nationality; country of birth; medical conditions; programme subjects and courses exemptions; medium of learning Irish/English; psychometric testing results (where applicable); psychological assessment results (where applicable); book rental scheme; transportation scheme.
- Parent/guardian name; phone number; home address; mobile number; emergency contact person and phone number, email, mother's maiden name; family members in school; medical card.
- Name, address and phone number of GP, previous educational history.
- Photos with classmates, tours, matches, awards etc.
- CCTV images.
- Classroom based assessments and exam results.
- State examination results.

How we use collected information:

We use your personal data for purposes including:

- your child's application for enrolment.
- to provide your child with appropriate education and support.
- to monitor your child's academic progress.
- to care for your child's health and well-being.
- to care for our staff and students.
- to process grant applications, fees and scholarships.
- to coordinate, evaluate, fund and organise educational programmes.
- to comply with our legal obligations as an education body.
- to comply with our monitoring and reporting obligations to Government bodies.
- to process appeals, resolve disputes, and defend litigation etc.