

A Chara,

Go raibh maith agat as suim a léiriú do pháiste a chlárú i nGaelscoil na bhFilí.

Thank you for enrolling your child in Gaelscoil na bhFilí.

Úsáid blocclitreacha chun an fhoirm seo a líonadh.

Please use block capitals to fill this form.

Déan cinnte de go bhfuil na sonraí ar fad cláraithe agat ar na foirmeacha agus tabhair le fios go bhfuil polasaithe na scoile léite agus glactha agat.

Please ensure all details are filled in that you indicate that you have read, understood and accept the school's policies included in this enrolment pack.

Cinntigh go bhfuil Teastas Breithe do pháiste leis an bhfoirm seo.

Original Birth Certificate is required as part of the enrolment process.

Táimid ag tnúth go mór do pháiste a bheith linn i nGaelscoil na bhFilí.

We look forward to welcoming your child to Gaelscoil na bhFilí.

Le meas,

Bord Bainistíochta Gaelscoil na bhFilí.

Dearbhaím go bhfuil an t-eolas faoi iamh léite agam agus gur mhaith liom tacú le polasaithe agus treoracha na scoile.

I have read the enclosed information regarding Gaelscoil na bhFilí and wish to support school policy and guidelines.

Siniú <i>Signature</i>	
Dáta <i>Date</i>	

Cuid 1: Sonraí an Pháiste
Part 1: Child's Details

Tabhair faoi deara: Tá **Teastas Breithe** do pháiste ag teastáil leis an bhfoirm seo.

Please note: Your child's **Birth Certificate is required with this form to complete the enrolment process.**

Ainm an pháiste <i>Child's Name</i>	
Dáta breithe <i>Date of Birth</i>	
Áit sa Teaghlach <i>Place in family</i>	
Uimhir Phearsanta Seirbhíse Poiblí <i>Personal Public Service Number (PPSN)</i>	
An bhfuil cárta leighis ag do pháiste? <i>Does your child have a medical card?</i>	<input type="checkbox"/> Tá/Yes <input type="checkbox"/> Níl/No
Teanga dhúchais <i>Native/First language</i>	
Náisiúntacht <i>Nationality</i>	
Creideamh <i>Religion (if any)</i>	

Ba mhaith liom mo pháiste a chlárú sa rang seo a leanas:

I wish to enrol my child in the following class:

Rang Class	Cuir tic sa bhosca cúí <i>Tick as appropriate</i>	Bliain Year
Naíonáin Shóisearacha * <i>Junior Infants</i>		20__
Naíonáin Shinsearacha <i>Senior Infants</i>		20__
Rang 1 <i>First Class</i>		20__
Rang 2 <i>Second Class</i>		20__
Rang 3 <i>Third Class</i>		20__
Rang 4 <i>Fourth Class</i>		20__
Rang 5 <i>Fifth Class</i>		20__
Rang 6 <i>Sixth Class</i>		20__

* **Tabhair faoi deara: Caithfidh aois 4 bliana a bheith sroichte ag do pháiste roimh/ar an 1ú Meán Fomhair sa bhliain ina bhfuil spéis agat do pháiste a chlárú sna Naíonáin Shóisearacha.**

Your child must have reached their 4th birthday on or before 1st September of the year in which you wish to enrol in Junior Infants.

Siniú Tuismitheora <i>Parent Signature</i>	
Dáta <i>Date</i>	

Sonraí leighis an pháiste

Child's Medical History

Ainm an pháiste <i>Child's name</i>	
Dáta breithe <i>Date of Birth</i>	

Sonraí Leighis / Medical History

Sonraí maidir le ailéirge, leigheas nó aon fhadhb pearsanta nó tinneas gur chóir don fhoireann teagaisc a bheith ar an eolas fúthú ar mhaithe le leas an pháiste.

e.g. details of medication, allergies, personal difficulties or illness which, to ensure the welfare of the child should be made known to teaching staff.

Ainm dochtúra/Guthán <i>Doctor's Name/Phone number</i>	
Ainm fiaclóra/Guthán <i>Dentist's Name/Phone number</i>	

Glacaim leis go mbeidh leagan Gaeilge ainm mo pháiste in úsáid.

I understand and accept that the Irish version of my child's first and last name will be used in all communication.

Cuir an leagan Gaeilge de shloinne do pháiste ar fáil le do thoil (más eol duit)

Please provide the Irish version of your child's surname (if known)

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Síniú Tuismitheora/Caomhnóra <i>Parent/Guardian Signature</i>	
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Dáta <i>Date</i>	
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Cuid 2: Sonraí Tuismitheora/Caomhnóra
Part 2: Parent/Guardian Details

Please use block capitals

Máthair
Mother

Ainm <i>Name</i>	
Slí Bheatha <i>Occupation</i>	
Seoladh agus Cód Poist <i>Address</i> <i>(Please include Eircode)</i>	
Uimhir Baile <i>Home telephone number</i>	
Uimhir Fón Póca <i>Mobile telephone number</i>	

Athair
Father

Ainm <i>Name</i>	
Slí Bheatha <i>Occupation</i>	
Seoladh agus Cód Poist <i>Address and Eircode</i>	
Uimhir Baile <i>Home telephone number</i>	
Uimhir Fón Póca <i>Mobile telephone number</i>	

Cuid 3: Liosta Teagmhála

Part 3: Contact List

Sa gcás nach bhfuil tuismitheoirí ar fáil

List of people to contact if parents/guardians cannot be reached, e.g. child minder, crèche, neighbour, family friend, other relatives

Ainm <i>Name</i>	Ról i saol an pháiste <i>e.g aunt, uncle, family friend etc.</i>	Uimhir teagmhála <i>Contact Numbers</i>
1		
2		
3		
4		
5		
6		

Cuid 4: Foirm Cheadaithe

Part 4: Permission Form

	Tugaim Yes	Ní thugaim No
Turas scoile, turais allamuigh, gníomhaíochtaí scoile (m. sh. cluichí, lá spóirt, tráth na gceist, cór scoile) <i>School tours, local educational visits, field trips, school activities (e.g. sports day, games, matches, quizzes, choir)</i>		
Tagann grianghrafadóirí ó na Meáin chuig an scoil ó am go ham agus glactar grianghrafanna de na páistí. I roinnt cásanna luaitear aim an páiste leis an ngrianghraf seo. An bhfuil tú sásta leis seo? <i>On occasion, local press photographers take group photos of children and in some instances identify the children by name. Do you agree to the school using your child's image in this way?</i>		
Uaireanta, tugtar cuireadh don scoil páirt a ghlacadh i gclár raidió/teilifíse. An bhfuil cead ag do pháiste páirt a ghlacadh i ngníomhaíocht mar seo? <i>Sometimes the school is given the opportunity to participate in radio and television programmes. Do you give permission for your child to participate in these events?</i>		
An dtugann tú cead don scoil ainm do pháiste a úsáid, mar shampla i nuachtlitir na scoile/suíomh idirlín na scoile? <i>Do you give permission for the school to use your child's name in relation to publicising school events and activities in our newsletter, website and similar publications?</i>		
Is é mana na scoile ná buanna gach páiste a aithint agus a cheiliúradh. Mar shampla, obair an pháiste/grianghraf an pháiste a chur suas ar an suíomh idirlín/leathanach Facebook. Ní bheidh ainm do pháiste luaite leis na grianghrafanna seo. De ghnáth, glactar grianghrafanna ó achair fada agus i ngrúpaí. An bhfuil cead ag an scoil íomhá do pháiste a úsáid sa mbealach seo? <i>It is the school's policy to celebrate your child's work and achievements. As a result, images of your child and his/her work may appear on our website and/or Facebook page. Best practice will always be followed. Usually, children will only be photographed at a distance and in groups. Do you agree to the school using your child's image in this way?</i>		
Bíonn múinteoir tacaíocht foghlama ag beagnach gach scoil. De ghnáth glacann an múinteoir tacaíocht foghlama páistí i ngrúpaí beaga nó leo féin agus díríonn an múinteoir seo isteach ar dheacrachtaí atá ag an ngrúpa/páiste aonair. Beidh tú curtha ar an eolas ón múinteoir ranga má tá aon deacrachtaí foghlama ag do pháiste. An aontaíonn leis seo? <i>Most classes have an extra support teacher assigned to help all children in the class. Usually, for organisational purposes, the learning support teacher works with groups or individual children. If your child is experiencing learning difficulties you will be informed personally by the teacher. Do you agree?</i>		
Múineann an scoil 'Stay Safe' nó 'Bí Slán'; ceachtanna ar shábháilteacht pearsanta agus ceachtanna RSE (Caidreamh agus Oideachas Gnéis) ar fhorbairt agus athrú. Molann an Roinn Oideachais agus Eolaíochta an dá scéim seo. An bhfuil cead ag do pháiste páirt a ghlacadh sna ceachtanna seo?		

<p><i>The school teaches the 'Stay Safe' programme, lessons on personal safety and RSE lessons on developing and changing. Both are recommended and vetted by the Dept. of Education and Skills. Can your child participate in these lessons?</i></p>		
<p>An dtugann tú cead cóir leighis a chur ar do pháiste (ó na Seirbhísí Éigeandála, m. sh) nó do pháiste a thabhairt do dtí an dochtúir nó an t-ospidéal ar an toirt i gcás timpiste nó tinneas tobann? <i>Do you give permission for your child to be treated and/or taken immediately to a doctor or hospital in case of serious illness/accident?</i></p>		
<p>Leagann an Roinn Oideachais agus Eolaíochta an-bhéim ar mheasúnú agus scrúdú caighdeánaithe chun forbairt oideachais do pháiste a thomhais . Má thagann aon chúraimí chun solais de bharr na scrúdaithe seo, beimid i dteagmháil leat. <i>On occasion, we administer 'Diagnostic' and 'Standardised tests' to assess the educational progress of pupils. Should any concerns arise following these tests we will contact you. Do you agree to this?</i></p>		

<p>Ainm an pháiste <i>Child's name</i></p>	
<p>Siniú Tuismitheora/Caomhnóra <i>Parent/Guardian signature</i></p>	
<p>Dáta <i>Date</i></p>	

Cuid 5: Bunachar Sonraí Ar Líne do Bhunscoileanna (POD)

Part 5: Primary Online Database (POD)

What is POD?

The Primary Online Database (POD) is a nationwide individualised database of primary school pupils, facilitating the monitoring of educational progress as pupils move through the primary education system and on to post primary. The system allows schools to make online returns to the Department of Education and Skills (DES) and provides the Department with the comprehensive and in-depth information needed to develop and evaluate educational policy.

What is it used for?

- Completion of the National School Annual Census – As of September 2016 POD is the mechanism for schools to complete the Annual Census
- Teacher allocation and payment of capitation and other grants – Information submitted through the Annual Census forms the basis for teacher allocation, capitation and grant payments for each school
- Resource allocation and planning purposes
- Statistical Information- POD is the source of statistical information for the primary school sector
- Register of pupils – POD has removed the need for schools to maintain a hardcopy of their school's Clárleabhar, as all necessary information is recorded on the system
- Centralised updating of school information – POD provides a single point for schools to view and correct the details held by the Department

What information is recorded on POD?

The following information is collected for each pupil on POD:

Personal Information	Enrolment Information
PPSN	Standard (i.e. Junior Infants, First Class etc)
Name	Teacher / Class Name
Birth Certificate Name (if different from above)	Enrolment Source
Date of Birth	Enrolment Date
Gender	Leaving Date
Mother's Birth Surname	Leaving Destination
Address (Including Eircode)	Pupil Type
County of Residence	Class Type**

Nationality	Integrated Indicator**
Mother Tongue*	Category of Capitation***
Irish Exemption (if any)*	Second Level Programme***

*Pupils in Mainstream Schools Only

**Pupils in Special Classes Only

***Pupils in Special Schools Only

There are also two optional fields of data on POD. As these are considered sensitive personal information under the Data Protection Acts, they can only be recorded on POD with the explicit written consent of the pupil's parent(s) or guardian(s). The fields are as follows:

- Religion (Aggregated information on religion will be used for statistical purposes only)
- Ethnic or Cultural Background (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 developments and implementation of appropriate policies and interventions)

In order to assist with the gathering of data please complete page one and two of this form in CAPITAL LETTERS. This form will be retained by the school.

Teacher/Class Name	
Current Standard (Please mark as appropriate)	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	
Pupil's Date of Birth	
Pupil's Gender	Male Female
Birth Certificate Forename (if different from above)	
Birth Certificate Surname (if different from above)	
Mother's Maiden Surname	
Pupil Address & Eircode	

County	
Nationality (in the case of dual citizenship where Irish is one, please choose Irish)	

Optional Information

To which ethnic or cultural background does your child belong?		
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 – Any other Asian background	Other (including mixed background)
No consent		

What is your child's religion?		
Roman Catholic	Church of Ireland (including Protestant)	Presbyterian
Methodist, Wesleyan	Jewish	Muslim (Islamic)
Orthodox (Greek, Coptic, Russian)	Apostolic or Pentecostal	Hindu
Buddhist	Jehovah's Witness	Lutheran
Atheist	Baptist	Agnostic
Other Religions	No Religion	No Consent

I consent for the sensitive personal data in the two questions above (i.e. Optional Information and Religion) to be stored in the Primary Online Database (POD) and transferred to the Department of Education and Skills and any other primary schools my child may transfer to during the course of their time in Primary School.

Siniú Tuismitheora/Caomhnóra Parent/Guardian Signature	
Dáta Date	