STRAWBERRY HILL NATIONAL SCHOOL

Blarney Road, Cork City . T23 RW98 Telephone : 021 4396632 / 4308119

Admission Policy of Strawberry Hill NS

2026 / 2027

School Address: Strawberry Hill , Blarney Road, Cork T23 RW58

Roll number: 20553G

School Patron: Diocese of Cork and Ross

1. Introduction

This Admissions Policy complies with the requirements of the Education Act 1998, the Education (Admission to Schools) Act 2018 and the Equal Status Act 2000. In drafting this policy, the Board of Management of the school has consulted with school staff, the school patron and with parents of children attending the school.

The policy was reviewed and ratified by the BoM on **25 September 2025**

The policy was approved by the school patron on **30 September 2025.**

The Admissions Policy for Strawberry Hill NS is published on the school website : www.strawberryhillns.ie . A hardcopy will be made available on request.

The relevant dates and timelines for Strawberry Hill NS admission process are set out in the school's annual admission notice which is published annually on the school's website at least one week before the commencement of the admission process for the school year concerned.

This policy must be read in conjunction with the annual admission notice for the school year concerned.

The application form for admission is published on the school's website and will be made available in hardcopy on request to any person who requests it.
The application form for Strawberry Hill NS will be available on the school website.

2. Characteristic spirit and general objectives of the school

Our school fosters inclusiveness, spirituality, individuality, difference and the development of all our talents.
We strive to help every child achieve their full potential in areas of academic achievement and social skills development, while nurturing appropriate behaviour.

3. Admission Statement

Strawberry Hill National School will cooperate with the National Council for Special Education in the performance by the Council of its functions under the Education for Persons with Special Educational Needs Act 2004 relating to the provision of education to children with special educational needs, including in particular by the provision and operation of a special class or classes when requested to do so by the Council.

Strawberry Hill National School will comply with any direction served on the patron or the board, as the case may be, under section 37A and any direction served on the board under section 67(4B) of the Education Act."

Strawberry Hill NS will not discriminate in its admission of a student to the school on any of the following:

(a) the gender ground of the student or the applicant in respect of the student concerned,
(b) the civil status ground of the student or the applicant in respect of the student concerned,
(c) the family status ground of the student or the applicant in respect of the student concerned,
(d) the sexual orientation ground of the student or the applicant in respect of the student concerned,
(e) the religion ground of the student or the applicant in respect of the student concerned,
(f) the disability ground of the student or the applicant in respect of the student concerned,
(g) the ground of race of the student or the applicant in respect of the student concerned,
(h) the Traveller community ground of the student or the applicant in respect of the student concerned, or
(i) the ground that the student or the applicant in respect of the student concerned has special educational needs

As per section 61 (3) of the Education Act 1998, 'civil status ground', 'disability ground', 'discriminate', 'family status ground', 'gender ground', 'ground of race', 'religion ground', 'sexual orientation ground' and 'Traveller community ground' shall be construed in accordance with section 3 of the Equal Status Act 2000.

4. Categories of Special Educational Needs catered for in the special class

Strawberry Hill NS with the approval of the Minister for Education and Skills, has established

1. An Early Intervention Class to provide an education exclusively for students with
   - Diagnosis of autism (DSM -5)
   - aged between 3 and 5 years
   - and if age 4+, have a professional recommendation for an Early Intervention class
2. A Junior ASD Class to provide an education exclusively for students with
   - a primary diagnosis of **Autism**/Autistic Spectrum Disorder made using the DSM-IV or ICD 10

   - and with a recommendation for **ASD** specific education/ special **class** within a mainstream school

3. A Senior ASD Class to provide an education exclusively for students with
   - a primary diagnosis of Autism / Autistic Spectrum Disorder made using the DSM-IV or ICD 10

5. Admission of Students

This school shall admit each student seeking admission except where –

a) the school is oversubscribed (please see section 6 below for further details)

b) a parent of a student, when required by the Principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student

Strawberry Hill NS is a co-educational mainstream school with

- A Special Education Early Intervention Class
- Two Autism Classes

Early Intervention Class (ASD) provides an education exclusively for students

1. with a diagnosis of ASD (DSM-5)
2. aged between 3 and 5 years

with a recommendation for Early Intervention Class setting .

Autism Classes provides an education exclusively for students with

- a diagnosis of ASD (DSM-5/ICD-11)
- a recommendation for A Special Class attached to a Mainstream School

Strawberry Hill NS is a Roman Catholic school and may refuse to admit as a student a person who is not of Roman Catholic where it is proved that the refusal is essential to maintain the ethos of the school.

6. Oversubscription

In the event that the school is oversubscribed, the school will, when deciding on applications for admission, apply the following selection criteria in the order listed below to those applications that are received within the timeline for receipt of applications as set out in the school's annual admission notice:

1. Health, welfare and needs of all pupils currently enrolled.
2. Physical space in relation to class size, staffing provision and accommodation in line with DES class size average directives.
3. Siblings of current or past pupils of Strawberry Hill NS ,
4. Children of permanent staff members of Strawberry Hill NS
5. Children resident in the area.

In the event that there are two or more students tied for a place or places in any of the selection criteria categories above (the number of applicants exceeds the number of remaining places), the following arrangements will apply:

1. A Place is awarded based on date of receipt of application.
2. A Place is awarded based on date of birth of applicants.

7. What will not be considered or taken into account

In accordance with section 62(7)(e) of the Education Act, the school will not consider or take into account any of the following in deciding on applications for admission or when placing a student on a waiting list for admission to the school:

(a) a student's prior attendance at a pre-school or pre-school service, including naíonraí,

(aa) the payment of fees or contributions (howsoever described) to the school;

(b) a student's academic ability, skills or aptitude;
other than in relation to:
Admission to the **Early Intervention Class** , **Autism Classes** insofar as it is necessary in order to ascertain whether or not the student has the

recommendation for class setting or the category of special educational needs concerned

(c) the occupation, financial status, academic ability, skills or aptitude of a student's parents;

(d) a requirement that a student, or his or her parents, attend an interview, open day or other meeting as a condition of admission;

(e) a student's connection to the school by virtue of a member of his or her family attending or having previously attended the school;
other than
siblings of a student attending or having attended the school

(f) the date and time on which an application for admission was received by the school,

This is subject to the application being received at any time during the period specified for receiving applications set out in the annual admission notice of the school for the school year concerned.

This is also subject to the school making offers based on existing waiting lists (up until 31st January 2026 only).

8. Decisions on applications

All decisions on applications for admission to Strawberry Hill NS will be based on the following:

- Our School's Admission policy
- The School's Annual Admission Notice (where applicable)
- The information provided by the applicant in the school's official application form received during the period specified in our annual admission notice for receiving applications

(Please see section 14 below in relation to applications received outside of the admissions period and section 15 below in relation to applications for places in years other than the intake group.)

Selection criteria that are not included in our school admission policy will not be used to make a decision on an application for a place in our school.

9. Notifying applicants of decisions

Applicants will be informed in writing as to the decision of the school, within the timeline outlined in the annual admissions notice.

If a student is not offered a place in our school, the reasons why they were not offered a place will be communicated in writing to the applicant, including, where applicable, details of the student's ranking against the selection criteria and details of the student's place on the waiting list for the school year concerned.

Applicants will be informed of the right to seek a review/right of appeal of the school's decision (see section 18 below for further details).

10. Acceptance of an offer of a place by an applicant

In accepting an offer of admission from Strawberry Hill NS, you must indicate—

(i) whether or not you have accepted an offer of admission for another school or schools. If you have accepted such an offer, you must also provide details of the offer or offers concerned and

(ii) whether or not you have applied for and awaiting confirmation of an offer of admission from another school or schools, and if so, you must provide details of the other school or schools concerned.

11. Circumstances in which offers may not be made or may be withdrawn

An offer of admission may not be made or may be withdrawn by Strawberry Hill NS where—

(i) it is established that information contained in the application is false or misleading.

(ii) an applicant fails to confirm acceptance of an offer of admission on or before the date set out in the annual admission notice of the school.

(iii) the parent of a student, when required by the Principal in accordance with section 23(4) of the Education (Welfare) Act 2000, fails to confirm in writing that the code of behaviour of the school is acceptable to him or her and that he or she shall make all reasonable efforts to ensure compliance with such code by the student; or

(iv) an applicant has failed to comply with the requirements of 'acceptance of an offer' as set out in section 10 above.

12. Sharing of Data with other schools

Applicants should be aware that section 66(6) of the Education (Admission to Schools) Act 2018 allows for the sharing of certain information between schools in order to facilitate the efficient admission of students.

13. Waiting list in the event of oversubscription

In the event of there being more applications to the school year concerned than places available, a waiting list of students whose applications for admission to Strawberry Hill NS were unsuccessful due to the school being oversubscribed will be compiled and will remain valid for the school year in which admission is being sought.

Placement on the waiting list of Strawberry Hill NS is in the order of priority assigned to the students' applications after the school has applied the selection criteria in accordance with this admission policy.

Offers of any subsequent places that become available for and during the school year in relation to which admission is being sought will be made to those students on the waiting list, in accordance with the order of priority in relation to which the students have been placed on the list.

14. Late Applications

All applications for admission received after the closing date as outlined in the annual admission notice will be considered and decided upon in accordance with our school's admissions policy, the Education Admissions to School Act 2018 and any regulations made under that Act.

15. Procedures for admission of students to other years and during the school year

The procedures of the school in relation to the admission of students who are not already admitted to the school **to classes or years other than the school's intake group** are as follows:

The Principal

- will determine if the school has spaces in the class level sought / applicable
- will ascertain from the parent whether the pupil was previously enrolled in another National School
- In order to assess the needs of the child, the Principal will seek all reports relating to that child from the Principal of the school where the child previously attended. Parents are asked to give their permission to the Principal of Strawberry Hill NS to seek such information on the application form.

The procedures of the school in relation to the admission of students who are not already admitted to the school, **after the commencement of the school year in which admission is sought,** are as follows:

The Principal

- will determine if the school has spaces in the class level sought / applicable
- will seek a meeting with the parent(s) of the applicant.
- will ascertain from the parent whether the pupil was previously enrolled in another National School
- In order to assess the needs of the child, the Principal will seek all reports relating to that child from the Principal of the school where the child previously attended. Parents are asked to give their permission to the Principal of Strawberry Hill NS , to seek such information on the application form.

16. Declaration in relation to the non-charging of fees

This rule applies to all schools.

The Board of Strawberry Hill NS or any persons acting on its behalf will not charge fees for or seek payment or contributions (howsoever described) as a condition of-

(a) an application for admission of a student to the school, or

(b) the admission or continued enrolment of a student in the school.

17. Arrangements regarding students not attending religious instruction

The following are the school's arrangements for students, where the parents have requested that the student attend the school without attending religious instruction in the school. These arrangements will not result in a reduction in the school day of such students:

Pupils not wishing to partake in Religious Instruction lesson will be assigned work in another curricular area . This work will be completed in the classroom and will be assessed with reference to Continuum of Assessment (NCCA, 2007) in a time appropriate manner.

18. Reviews/appeals

Review of decisions by the Board of Management

The parent of the student may request the Board to review a decision to refuse admission. Such requests must be made in accordance with Section 29C of the Education Act 1998.

The timeline within which such a review must be requested and the other requirements applicable to such reviews are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.

The board will conduct such reviews in accordance with the requirements of the procedures determined under Section 29B and with section 29C of the Education Act 1998.

Note: Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the Board of Management prior to making an appeal under section 29 of the Education Act 1998.

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the Board of Management prior to making an appeal under section 29 of the Education Act 1998.

Right of appeal

Under Section 29 of the Education Act 1998, the parent of the student, or in the case of a student who has reached the age of 18 years, the student, may appeal a decision of this school to refuse admission.

An appeal may be made under Section 29 (1)(c)(i) of the Education Act 1998 where the refusal to admit was due to the school being oversubscribed.

An appeal may be made under Section 29 (1)(c)(ii) of the Education Act 1998 where the refusal to admit was due a reason other than the school being oversubscribed.

Where an applicant has been refused admission due to the school being oversubscribed, the applicant **must request a review** of that decision by the Board of Management **prior to making an appeal** under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Where an applicant has been refused admission due to a reason other than the school being oversubscribed, the applicant **may request a review** of that decision by the Board of Management prior to making an appeal under section 29 of the Education Act 1998. (see Review of decisions by the Board of Management)

Appeals under Section 29 of the Education Act 1998 will be considered and determined by an independent appeals committee appointed by the Minister for Education and Skills.

The timeline within which such an appeal must be made and the other requirements applicable to such appeals are set out in the procedures determined by the Minister under section 29B of the Education Act 1998 which are published on the website of the Department of Education and Skills.