

**TULLOW COMMUNITY SCHOOL**  
**ENROLMENT POLICY (Naomh Brid ASD UNIT)**

**1. Procedures for Admission to Naomh Brid**

Every student must apply for admission to the school in the normal manner as outlined in the school's Admission's Policy. The student will be subject to the terms and conditions of the school Enrolment Policy. They will also have to complete a separate enrolment form for admission to the ASD facility. This application form is available from the school office and the closing date for receipt of the application form by the school is the second Friday, of December.

**2. Criteria for Admission to the Naomh Brid facility**

The child applying for a place in the facility must have a psychological/psychiatric report which clearly specifies a diagnosis of A.S.D. (without significant intellectual disability). Diagnosis must be determined by the DSM 1V, ICD 10 criteria, or other recognised diagnostic tool acceptable to the admissions panel.

The school can only enrol a student with mild or moderate general learning disability.

The following documents will also be required from applicants seeking a place in the ASD facility. All of these should be recent. i.e. less than two years old.

A cognitive assessment which includes an estimation of global cognitive function

A current psychological report stating the suitability of a second level environment in meeting the needs of the student

Evidence available must suggest that the applicant must have the adaptive skills and cognitive functioning that would enable them to learn consistently in a mainstream environment.

The applicant would have accessed mainstream education to a level consistent with that expected of students within the facility.

**3. Other Reports**

The following documentation will be required:

1. A completed application form (available from the school)
2. An Educational/Clinical Psychologists report recommending the candidate as suitable for a placement in a special ASD class. The special ASD class in Tullow Community School (Naomh Brid) will cater for children with mild general learning difficulties or moderate learning difficulties. It will not cater for children with severe or profound learning difficulties.
3. Reports from all previous schools attended.
4. Signed consent from parents/guardians granting the school permission to access any relevant reports from previous schools attended.

Reports from other professionals as appropriate should be included. These reports should include reports from the applicant's primary school and from any other agency or professional involved in the education of the applicant.

The Admissions panel may ask for further reports or information which may impact on the applicants educational planning.

The following criteria will apply in allocating places in the ASD Unit (Naomh Brid):

- That there is available space. (A maximum of 6 places in a base group)
- The needs of the student as identified can be met within the Special Unit.
- Where there are more applicants than places, students attending the primary schools identified in this policy as feeder schools to Tullow Community School will have priority.

#### **4. Admissions Panel**

All applicants to the Naomh Brid (ASD unit) will be reviewed by an Admissions panel which may consist of the following members:

School Principal and Deputy Principal  
Special Needs Co-ordinator (and any relevant Special Needs personnel deemed appropriate by the above).

All recommendations will then be considered by the Board of Management of the school who make the final decision on all applications.

Tullow Community School may in certain circumstances and following assessment be unable to meet the needs of the applicant on the grounds that:

- The school does not have resources necessary to meet the educational and welfare needs of the applicant;
- Admissions of the candidate would make impossible, or have a serious detrimental effect on, the provision by the educational establishment of its services to others.

*The Board of Management reserve the right to refuse admission*

#### **5. Extent of the Accommodation**

The maximum number of students enrolled in the facility will not exceed six in the academic year.

#### **6. Role of the Board of Management**

The Board of Management reserves the right to appoint other members to the Admissions Panel as necessary and to seek the advice of external experts if required.

The final decision on any individual enrolment matters will be made by the Board of Management.

#### **7. Review Process**

All placements are subject to review at the request of the parent or the school. This review will be carried out by school staff with parents and student involvement if appropriate.

In the event that a placement proves to be inappropriate to school will liaise with the appropriate agencies in an effort to obtain a more suitable placement.