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***FOIRM IARRATAIS D'IONTRÁIL* / Application Form for Admission - 2023/2024**

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| ***Is foirm iarratais d'iontráil é seo agus ní hionann sin agus tairiscint ar áit, bíodh sin intuigthe nó ná bíodh. Ní hionann go bhfuiltear ag úsáid an fhocail 'Dalta' san Fhoirm Iarratais agus go bhfuil glactha leis an té go bhfuiltear ag déanamh iarratas thar a c(h)eann mar dhalta i gColáiste Naomh Feichín***  **This is an application form for admission and does not constitute an offer of a place, implied or otherwise. Use of the word ‘student’ throughout this Application Form does not imply that the person on whose behalf this application is being made is regarded as a having been accepted as a student of Coláiste Naomh Feichín** | |
| *Glacfar le hiarratais chomhlánaithe ó:*  Completed applications will be accepted from: | 7ú de Dheireadh Fómhair 2022 |
| *Is é an dáta deiridh a nglacfar le hiarratais ná:*  The closing date for receipt of applications is: | 1ú den Nollag 2022 |

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| ***Ba chóir Foirmeacha Iarratais ar fad agus cáipéisíocht atá ag gabháil leo a sheoladh chuig:***  **All Application Forms and accompanying documentation should be sent to:** | ***D'úsáid oifige amháin* For office use only** |
| Coláiste Naomh Feichín  Corr na Móna  Co. na Gaillimhe  F12 YV84 | *Dáta a bhfuarthas* Date received: \_\_\_/\_\_\_/\_\_\_\_\_\_\_  *Stampa na Scoile*  School Stamp*:* |

***Cinntigh go gcuireann tú na cáipéisí a leanas ar ais chuig an scoil chun an t-iarratas a thabhairt chun críche* Please ensure you return the following documents to the school to complete the application:**

*Cruthúnas ar sheoladh baile le déanaí (ní ghlacfar ach le billí fóntais cláraithe nó ráitis bhainc ar a bhfuil dáta laistigh den trí mhí seo caite agus ainm an tuismitheora (na dtuismitheoirí/caomhnóir(í) orthu.*Recent proof of address (only registered utility bills or bank statements dated within the last three months and in the name of the parent(s)/guardian(s) will be accepted).

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| ***Cur tic leis an mbliainghrúpa ar a bhfuil an dalta ag déanamh iarratais* Please tick the Year Group the student is applying to enter:**  *An Chéad Bhliain/*First Year  *An Dara Bliain/*Second Year *An Tríú Bliain/*Third Year  *An Cúigiú Bliain/*Fifth Year *An Séú Bliain/*Sixth Year |

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| *Úsáid BLOCLITREACHA agus na codanna ar fad sa bhfoirm iarratais á gcomhlánú*  Please complete all sections of the following application using BLOCK CAPITALS | | | | | | | | | |
| *Cuid 1 - SONRAÍ DALTA IONCHASACH*  SECTION 1 - PROSPECTIVE STUDENT DETAILS | | | | | | | | | |
| *Sonraí an duine óig ar a bhfuiltear ag déanamh an iarratais seo thar a c(h)eann.*  Details of the young person for whom this application is being made. | | | | | | | | | |
| *Céadainm:*  First Name |  | | | | | | | | |
| *Dara hainm:*  Middle Name |  | | | | | | | | |
| *Sloinne:*  Surname |  | | | | | | | | |
| *Seoladh an Dalta:*  Student Address |  | | | | | | | | |
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| *Éirchód:*  Eircode: |  | | | | | | | | |
| *UPSP:*  PPSN |  |  |  |  |  |  |  |  |  |

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| *Cuid 2 - SONRAÍ TUISMITHEORA/CAOMHNÓRA*  SECTION 2 – DETAILS OF PARENT/GUARDIAN | | |
| *NÍ gá an chuid seo a chomhlánú sa chás go bhfuil an dalta os cionn 18, sin mura bhfuil sé/sí ag iarraidh go ndéanfadh an scoil cumarsáid lena t(h)uismitheoir/c(h)aomhnóir maidir leis an iarratas seo seachas leis an dalta féin. Tá an fhaisnéis á lorg chun críocha teagmháil a dhéanamh maidir leis an iarratas seo. Sa chás go dtugtar dhá ainm ach go bhfuil an seoladh céanna i gceist, ní eiseofar ach litir amháin agus beidh ainm na beirte ar an litir sin.*  This section is NOT required to be completed where the student is over 18, unless s/he wishes the school to communicate with his/her parent/guardian about this application instead of directly with the student. The information is sought for the purposes of making contact about this application. If more than one name is given but the address is the same, only one letter will issue and will be addressed to both individuals. | | |
|  | ***Tuismitheoir / Caomhnóir1***  **Parent / Guardian 1** | ***Tuismitheoir / Caomhnóir2***  **Parent / Guardian 2** |
| *Réimír: (e.g. Uasal / Uasal / Bean Uí etc.)*  Prefix: (*e.g.* Mr. / Ms. / Ms. *etc*.) |  |  |
| *Céadainm:*  First Name |  |  |
| *Sloinne:*  Surname |  |  |
| *Seoladh*:  Address |  |  |
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| *Éirchód*:  Eircode |  |  |
| *Uimh. Gutháin*:  Telephone no |  |  |
| *Seoladh Ríomhphoist:*  Email address |  |  |
| *Gaol leis an dalta*:  Relationship to student |  |  |

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| ***CUID 3 - CÓD IOMPAIR NA nDALTAÍ***  **SECTION 3 – STUDENT CODE OF BEHAVIOUR** |
| ***Deimhnigh, mar thuismitheoir/caomhnóir, go nglacann tú le Cód Iompair na nDaltaí agus go ndéanfaidh tú gach iarracht réasúnta lena chinntiú go gcloífidh an dalta leis an gcód má éiríonn leis/léi áit a fháil sa scoil. Tabhair ar aird gur féidir an Cód Iompair a fháil ar*** [*www.colaistenaomhfeichin.ie*](http://www.colaistenaomhfeichin.ie)***nó ó oifig na scoile.***  **Please confirm that the Student Code of Behaviour is acceptable to you as a parent/guardian and that you shall make all reasonable efforts to ensure compliance of same by the student if s/he secures a place in the school. Please note that the Code of Behaviour can be found at** [www.colaistenaomhfeichin.ie](http://www.colaistenaomhfeichin.ie) **or from the school office.** |
| **Deimhnímse \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , mar thuismitheoir/caomhnóir an dalta, go nglacaim le Cód Iompair na nDaltaí agus go ndéanfaidh mé gach iarracht réasúnta lena chinntiú go gcloífidh an dalta leis an gcód má éiríonn leis/léi áit a fháil sa scoil.**  **I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ confirm that the Code of Behaviour for the school is acceptable to me as the student’s parent/guardian and I shall make all reasonable efforts to ensure compliance by the student if s/he secures a place in the school.** |

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| *CUID 4 - CRITÉIR ROGHNÚCHÁIN D'IARRATAS SA CHÁS GO BHFUIL RÓ-IARRATAS I gCEIST*  SECTION 4 – SELECTION CRITERIA FOR ADMISSION IN THE EVENT OF OVERSUBSCRIPTION |
| *Cuideoidh an fhaisnéis seo lena chinntiú cé acu an sásaíonn an dalta riachtanais iontrála de réir ord tosaíochta mar atá leagtha amach san alt mar atá infheidhme i gCuid B de Pholasaí Iontrála Coláiste Naomh Feichín nó mura sásaíonn.*  This information will assist in determining whether the student meets the admission requirements in accordance with the order of priority as set out in the applicable section of Part B of the Admission Policy for Coláiste Naomh Feichín |

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| 1. ***Deimhnigh seoladh an dalta le do thoil chun críche an gcónaíonn sé/sí i gceantar na scoile nó nach gcónaíonn a chinntiú.*** *Tabhair ar aird go bhfuil cruthúnas ar sheoladh baile le déanaí de dhíth chun tacú leis seo. (Ní ghlacfar ach le billí fóntais cláraithe nó ráitis bainc ar a bhfuil dáta laistigh den trí mhí seo caite agus ainm an tuismitheora (na dtuismitheoirí/caomhnóir(í) orthu.*   ***Please confirm the student’s address for the purpose of determining whether s/he resides in the catchment area. Please note that recent proof of address will be required in support of this.******(Only registered utility bills or bank statements dated within the last three months and in the name of the parent(s)/guardian(s) will be accepted.)*** | |
| ***Seoladh*:**  **Address** |  |
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| 1. ***Má tá siblíní leis an dalta sa scoil faoi láthair, tabhair a n-ainmneacha agus an bhliain ina bhfuil siad faoi láthair.***   **If the student currently has any siblings in this school, please indicate their names and current year of study.** | |
| 1. ***Ainm*:**   **Name** |  |
| ***Bliain*:**  **Year** |  |
| 1. ***Ainm*:**   **Name** |  |
| ***Bliain*:**  **Year** |  |
| 1. ***Ainm*:**   **Name** |  |
| ***Bliain*:**  **Year** |  |
| 1. ***Ainm*:**   **Name** |  |
| ***Bliain*:**  **Year** |  |

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| 1. ***Má bhí siblíní leis an dalta sa scoil roimhe seo, tabhair a n-ainmneacha agus na blianta a d'fhreastail siad ar an scoil.***   **If the student has previously had any siblings in this school, please indicate their names and years of attendance.** | |
| 1. ***Ainm*:**   **Name** |  |
| ***Bliain(Blianta)*:**  **Year(s)** |  |
| 1. ***Ainm*:**   **Name** |  |
| ***Bliain(Blianta):***  **Year(s)** |  |

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| 1. ***Má bhí tuismitheoir(í) nó seantuismitheoir(í) leis an dalta sa scoil roimhe seo, tabhair a (h)ainm(ainmneacha) agus na blianta a d'fhreastail siad ar an scoil.***   **If the student’s parent(s) or grandparent(s) previously attended this school, please indicate their name(s) and years of attendance.** | |
| 1. ***Ainm*:**   **Name** |  |
| ***Bliain(Blianta):***  **Year(s)** |  |
| 1. ***Ainm*:**   **Name** |  |
| ***Bliain(Blianta):***  **Year(s)** |  |

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| 1. ***Tabhair sonraí maidir leis an mBunscoil a d'fhreastail an dalta uirthi.***   **Please provide details of the primary school attended by the student.** | |
| ***Ainm na scoile:***  **School Name** |  |
| ***Seoladh na scoile:***  **School Address** |  |
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| ***EOLAS TÁBHACHTACH (*IMPORTANT INFORMATION)*:***   * ***Tá de cheanglais ort cruthúnas ar sheoladh baile le déanaí a chur ar aghaidh - ní ghlacfar ach le billí fóntais cláraithe nó ráitis bainc ar a bhfuil dáta laistigh den trí mhí seo caite agus ainm an tuismitheora (na dtuismitheoirí/caomhnóir(í)) orthu.***   **You are required to submit recent proof of address - only registered utility bills or bank statements dated within the last three months and in the name of the parent(s)/guardian(s) will be accepted.**   * ***Glactar leis an bhfaisnéis ar fad a chur tú ar fáil sa bhfoirm iarratais seo de mheon macánta. Má fhaightear amach go bhfuil aon chuid den fhaisnéis míchruinn, míthreorach nó neamhiomlán, d'fhéadfadh an t-iarratas a bheith neamhbhailí mar thoradh air sin.***   **All of the information that you provide in this application form is taken in good faith. If it is found that any of the information is incorrect, misleading or incomplete, the application may be rendered invalid.**   * ***Tuig le do thoil gur ortsa atá an fhreagracht an scoil a chur ar an eolas maidir le haon athrú a thagann ar fhaisnéis teagmhála nó maidir le haon athrú ar chúinsí a bhainfeadh leis an iarratas seo.***   **Please understand that it your responsibility to inform the school of any change in contact information or circumstances relating to this application.**   * ***Chun eolas a fháil maidir le mar a dhéanann an scoil agus BOOGR do chuid sonraí a phróiseáil, féach an chéad leathanach eile.***   **For information regarding how your data is processed by the school and GRETB, please see overleaf.**   * ***Sínigh thíos chun a léiriú go bhfuil an t-eolas seo léite agat agus go dtuigeann tú é.***   **Please sign below to demonstrate that you have read and understood this information**  ***Nóta:*** *Sa chás go n-éiríonn leis an dalta áit a fháil i gColáiste Naomh Feichín, níl aon ghealltanas ann go sannfar rogha ábhar roghnaithe an dalta air/uirthi de bharr saincheisteanna acmhainne agus/nó srianta maidir le líon na ndaltaí in aghaidh an ranga.*  ***NOTE:*** *Should the student receive a place in Coláiste Naomh Feichín, there is no guarantee that the student will be assigned his/her selected subject choice due to resource issues and/or restrictions on the numbers of students per class.* |

***(Tuismitheoir / Caomhnóir 1)******(Dáta)***

**(Parent / Guardian 1) (Date)**

**(Tuismitheoir / Caomhnóir 2)** **(Dáta)**

**(Parent / Guardian 2) (Date)**

***(Dalta[sa chás go bhfuil os cionn 18])******(Dáta)***

**(Student [where over 18]) (Date)**

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| **ÚSÁID OIFIGE AMHÁIN**  **OFFICE USE ONLY** |
| ***Dáta a bhfuarthas an t-iarratas:***  **Date Application Received:** |
| ***Seiceáilte ag:***  **Checked by:** |
| ***Dáta a cuireadh i mBunachar Sonraí na Scoile é:***  **Date entered on School Database:** |
| ***Curtha isteach ag:***  **Entered by:** |

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| ***COSAINT SONRAÍ***  **DATA PROTECTION** |
| *Is coiste de BOOGR, An Coiléar Bán, Baile Átha an Rí, Co. na Gaillimhe, Bord Bainistíochta Coláiste Naomh Feichín agus is rialtóir sonraí é faoi na Rialacháin Ghinearálta maidir le Cosaint Sonraí agus faoin Acht um Chosaint Sonraí 1988 - 2018. Is é an tOifigeach Cosanta Sonraí do BOOGR Aoife de Bhaldraithe agus is féidir teagmháil a dhéanamh leis an oifigeach ag* [*data.protection@gretb.ie*](mailto:data.protection@gretb.ie)*.*  The Board of Management of Coláiste Naomh Feichín is a committee of GRETB, Coiléar Bán, Athenry, Co. Galway which is a data controller under the General Data Protection Regulations and the Data Protection Acts 1988 - 2018. The Data Protection Officer for GRETB is Aoife de Bhaldraithe and can be contacted at data.protection@gretb.ie.  *Tá na sonraí pearsanta a chuirtear ar fáil ar an bhFoirm Iarratais seo agus sa cháipéisíocht atá ag gabháil leis de dhíth chun críocha:*   * *Sainiúlacht agus dáta breithe a fhíorú;* * *Measúnacht agus critéir iontrála a fhíorú;* * *Múinteoirí agus acmhainní a leithdháileadh ar an scoil; agus* * *riaracháin na Scoile,*   *ar tascanna iad ar fad de bhun dualgais reachtúla éagsúla atá BOOGR faoi réir.*  The personal data supplied on this Application Form and the accompanying documentation sought is required for the purpose of:   * Verification of identity and date of birth; * Verification and assessment of admission criteria; * Allocation of teachers and resources to the school; and * School administration,   all of which are tasks carried out pursuant to various statutory duties to which GRETB is subject.  *Má chliseann ort faisnéis den chineál sin a chur ar fáil d'fhéadfadh an t-iarratas a bheith neamhbhailí mar thoradh air sin agus d’fhéadfaí nach ndéanfaí áit a thairiscint.*  Failure to provide the requested information may result in the application being deemed invalid and an offer of a place may not be made.  *Is féidir na sonraí pearsanta a thugtar sa bhFoirm Iarratais seo a chur in iúl go hinmheánach laistigh de BOOGR chun críocha infheidhmeachta na gcritéar roghnúcháin a chinntiú agus d'fhéadfaí sin a dhéanamh leis an bpátrún nó le bord bainistíochta scoileanna eile chun iontráil éifeachtúil daltaí a éascú, de bhun alt 66(6) den Acht Oideachais 1998 arna chur isteach le halt 9 den Acht Oideachais (Ligean isteach i Scoileanna) 2018.*  The personal data disclosed in this Application Form may be communicated internally within GRETB for the purpose of determining the applicability of the selection criteria and possibly with the patron or board of management of other schools in order to facilitate the efficient admission of students, pursuant to section 66(6) of the Education Act 1998 as inserted by section 9 of the (Admissions to Schools) Act 2018.  *Coinneofar na sonraí pearsanta a chuirtear ar fáil sa bhFoirm Iarratais seo ar feadh 7 mbliana ón dáta a mbeidh an dalta 18 bliana d'aois, mura bhfuil ceanglas reachtúil ann cuid nó gach gné de na sonraí a choinneáil ar feadh tréimhse níos faide nó ar feadh tréimhse gan teorainn, mar atá leagtha amach i mBeartas Coinneála Sonraí BOOGR, is féidir sin a fháil ar* [*www.gretb.ie*](http://www.gretb.ie)*.*  The personal data provided in this Application Form will be kept for 7 years from the date on which the student turns 18 years of age, unless there is a statutory requirement to retain some or all elements of the data for a further period or indefinitely, in line with GRETB’s Data Retention Policy, which can be found at [www.gretb.ie](http://www.gretb.ie) .  *Is féidir cóip iomlán de Bheartas Coinneála Sonraí BOOGR a fháil ag* [*www.colaistenaomhfeichin.ie*](http://www.colaistenaomhfeichin.ie) *nó ó oifig na scoile.*  A copy of the full GRETB Data Protection Policy is available at [www.colaistenaomhfeichin.ie](http://www.colaistenaomhfeichin.ie) or from the school office.  *Tá sé de cheart ag duine ar bith a chuireann sonraí pearsanta ar fáil tríd an bhFoirm Iarratais seo iarratas a dhéanamh chun rochtain a fháil ar na sonraí sin. Ta sé de cheart aige/aici freisin iarratas a dhéanamh faisnéis ar bith atá mícheart go fíorasach a athrú. Is féidir leis an ábhar sonraí iarratas a dhéanamh chun na sonraí a scriosadh nó is féidir sin a dhéanamh thar ceann an ábhair sonraí ach ní ghéillfear chuige seo ach amháin sa chás nach bhfuil na sonraí de dhíth chun na críocha ar bailíodh iad agus sa chás nach bhfuil bunús dlí ag BOOGR iad a choinneáil.*  Any person who provides personal data through this Application Form has a right to request access to that data. S/he also has a right to request the changing of any information if it is factually incorrect. A request for erasure of the data can also be made by or on behalf of the data subject but this will only be acceded to where the data is no longer necessary for the purpose for which it was collected and where GRETB does not have a legal basis for retaining it.  *Má tá gearáin agat mar ábhar sonraí maidir le próiseáil do chuid sonraí pearsanta, tá sé de cheart agat gearán a chur ar aghaidh chuig an gCoimisiún um Chosaint Sonraí.*  If you as a data subject have any complaints regarding the processing of your personal data, you have the right to lodge a complaint with the Data Protection Commission. |