



JOHN SCOTTUS SCHOOL

SCOIL NÁISIÚNTA JOHN SCOTTUS

47/49 NORTHUMBERLAND ROAD, DUBLIN 4, D04 R128

TEL: (01) 660 9309

E-MAIL PRIMARY@JOHNSCOTTUS.IE, WEB: WWW.JOHNSCOTTUS.IE

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REGISTRATION FORM

How did you hear about JSS?	
Reason(s) for choosing JSS?	
Full Name of Child as on Birth Certificate A copy of the Birth Certificate is required.	
Boy or Girl	
PPS Number	
DAY, MONTH and YEAR of Birth	
Intended Start Date, MONTH and YEAR	
Class	
Nationality	
Country of birth	
First language? Language spoken at home?	
First language of child	
If first language is not English, does your child understand & speak English?	
Details of brothers or sisters in JSS	
Has your child attended school or playschool previously? Yes/No. If Yes, please give Name & Address .	
If transferring from another Primary School reason for leaving school: (Reports from previous school must be included with this application). Name & Address of School .	

PARENT DETAILS *please print carefully*

	MOTHER	FATHER
Full Name		
Address		
Email		
Contact Numbers:		
Mobile		
Home		
Office		
Emergency Contact Number		
Nationality		
Occupation		

PERSONAL INFORMATION:

Has your child any medical condition/known allergies that the school should be aware of?

Has your child attended a speech therapist, an occupational therapist or an educational psychologist?

Does your child have any special education needs?

Does your child have any behavioural or emotional issues?

Is there any other information that you think is relevant to your child's educational needs?

If yes to any of the above, give full details

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Data Protection Policy:

The full Data Protection Policy is on the school website, and you should **read it carefully**. When you apply for enrolment, you are required to sign that you consent to your data/your child's data being collected, processed and used in accordance with this Data Protection Policy during the course of their time as a student in the school.

While the information provided will generally be treated as private to JSNS, and will be collected and used in compliance with the Data Protection Acts 1988 and 2003, from time to time it may be necessary for us to transfer your personal data on a private basis to other bodies (including the Department of Education & Skills, the Department of Social Protection, An Garda Síochána, the Health Service Executive, Tusla (CFA), social workers or medical practitioners, the National Council for Special Education, any Special Education Needs Organiser, the National Educational Psychological Service, or (where the student is transferring) to another school.

We rely on parents/guardians and students to provide us with accurate and complete information and to update us in relation to any change in the information provided. Should you wish to update or access your/your child's personal data, you should write to the school office.

t Enrolment Form Data Protection Statement

Personal Data on this Form:

John Scottus NS ("JSNS") is a data controller under the Data Protection Acts, 1988 and 2003. The personal data supplied on this Registration Form is required for the purposes of:

- student enrolment
- student registration
- allocation of teachers and resources to the school
- determining a student's eligibility for additional learning supports
- assessment
- school administration
- child welfare (including medical welfare)
- and to fulfil our other legal obligations.

School Contacting You:

Please confirm if you are happy for us to contact you by SMS/text message and to call you on the telephone numbers provided and to send you emails for all the purposes of:

- sports days
- parent teacher meetings
- school concerts/events/updates
- to notify you of school closure (e.g. where there are adverse weather conditions)
- to notify you of your child's non-attendance or late attendance or any other issues relating to your child's conduct in school
- child unwell or had an accident
- to communicate with you in relation to your child's social, emotional and educational progress and to contact you in the case of an emergency.

Photographs (including video) of Students:

The school maintains a database of photographs and videos of school events held over the years. It has become customary to take photos of students engaged in activities and events in the interest of creating a pictorial as well as historical record of life at the school. Photographs may be published on our school website or in brochures, yearbooks, newsletters, local and national newspapers and similar school-related productions. In the case of website photographs, student names will not appear on the website as a caption to the picture. If you or your child wish to have his/her photograph/video removed from the school website, brochure, yearbooks, newsletters etc. at any time, you should write to the school.

CODE OF BEHAVIOUR :

I/We confirm that I/We have read the Code of Behaviour (on the school website) and fully support the ethos of the school.

I/We, hereby agree that I/We and my/our child will fully comply with the Code of Behaviour at all times.

ACCIDENT CONSENT:

In the event of _____ (pupil's name) requiring medical attention for any reason during school or during any activities under supervision of the school, I consent to his/her referral to such doctor or hospital authority as the school authorities shall see fit.

I also consent to the Doctor or Hospital Authority concerned carrying out such treatment or operative measures, as may be considered necessary, including the administration of general or other anaesthetics.

I understand that the school authorities will make every reasonable effort to contact me first.

GENERAL

I/We will, to the best of our ability endeavour to ...

- 1. Support the ethos of the school, specifically, promote the 5 school rules at home.**
- 2. Arrive on time every day.**
- 3. Ensure that our child wears the correct uniform every day**
- 4. Do not take holidays during school time**
- 5. Ensure that all homework is done every day.**
- 6. From 2C up, send our child on annual away class trip, which costs €150-€200**
- 7. Attend all class and whole school performances.**
- 8. Attend all school, class and individual parent/teacher meetings.**
- 9. Ensure that I/We can be contacted immediately, if necessary**
- 10. Collect my child immediately from school, if directed by the school.**

I/We would like to register my/our child at John Scottus and have the authority to do so.

I have read and agree to All of the above:

Signed: _____
Parent or Guardian

Date: _____

YOUR CHECKLIST:

Form fully and accurately completed?

Birth Certificate?

Signature?

We will email you confirmation of a place.

OFFICE USE ONLY

	<u>Date</u>	<u>Comments</u>
Meeting/Visit School		
Pupil Contact List		
Class List		
POD		
Finance		
Birth Certificate		
Confirmation		