



Scoil Thomáis

Laurel Lodge, Castleknock, Dublin 15

Phone/Fax: (01) 8201022

JUNIOR INFANT APPLICATION FORM 2022/23

Please complete all sections of this form and submit with the required documents

| | | | |
|--|---|---|--|
| Child's Name | | Boy <input type="checkbox"/> Girl <input type="checkbox"/> (please tick \checkmark) | |
| Date of Birth | | | |
| PPSN | | | |
| Home Address | | | |
| Number of children in family | | Place in family | |
| Duration of residence at this Address | Rented (<input type="checkbox"/>) Owner Occupier (<input type="checkbox"/>) Other (<input type="checkbox"/>) | | |
| Language(s) spoken at home | | | |
| Mothers Details | | Father's Details | |
| Name: | | Name: | |
| Address: | | Address: | |
| Mobile: | | Mobile: | |
| Email: | | Email: | |
| Nationality/Country of Origin: | | Nationality/Country of Origin: | |
| Children already attending Scoil Thomáis | (1) | | |
| | (2) | | |
| | (3) | | |
| Have you made an application to another primary school for your child for 2022/23 | | YES <input type="checkbox"/> | |
| | | NO <input type="checkbox"/> | |
| If YES, please state the name of the school. | | | |



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DATA PROTECTION NOTICE:

Scoil Thomáis collects and processes your child's personal data for the purposes of administering the education of your child. To facilitate this, the school will input your child's data onto the schools Management Information System, Aladdin. Aladdin is a secure software service application, which is owned and run by Cloudware Ltd. (T/A Aladdin Schools), from where the data is only processed for the above purpose.

Incorrect or misleading information may invalidate an Admission application. In this regard, the BOM reserves the right to verify and seek further proof of documented evidence of information supplied in support of this application.

Parental/Guardian Declaration – please read carefully and sign below

- ✓ I have read the Data Protection Notice in relation to the processing of information in relation to my child.
- ✓ I understand that this application for admission to the school is subject to Admissions to School Policy 2021 (available on www.scoilthomais.ie)
- ✓ I confirm that all the information supplied by me in respect of my child's admission application is accurate.
- ✓ I certify that my child's home address in respect of this application is a true and valid address and that this will continue to be so if my child is accepted for admission to Scoil Thomáis for September 2022.

Signed: _____

Mother/Father/Guardian Please circle above to indicate your relationship to the child named in this application form

Date of Application: _____

The following documentation must accompany all 2022/23 application forms - it is the responsibility of the applicant to provide all necessary documents requested otherwise there may be a delay in processing your application beyond the closing date.

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- **Birth Certificate:** all pupils accepted for enrolment are registered as per the name on their birth certificate
 - **Verification of Child's PPSN number** (a DES requirement)- copy letter from Dept Social Protection or copy of Public Service card etc.
 - **TWO documents as follows as proof of address** (dated within 3 months of 31/01/22) **one (a) & one (b)**
 - (a) a current gas/electricity bill/landline telephone ***** (waste/ mobile phone bill not accepted) **AND**
 - (b) any one of the following: Statement from Bank/ Credit Union, Letter from Dept Social Protection/Revenue OR Other official correspondence from State Agency, Insurance Company etc
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*****NOTE: Where parent/guardian cannot present the necessary utility bill, a letter from a Peace Commissioner/Commissioner of Oaths confirming that the address is the PRIMARY residence of the child/applicant dated within 3 months of date of application. The BOM reserves the right to seek verification that an address provided is the PRIMARY residence of the child seeking enrolment.

If your child is accepted for admission in Scoil Thomáis an Acceptance of Admission Form will be forwarded for completion by parent/guardian with the Admission Offer in mid- February 2022.



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Documentation Supplied to Complete Enrolment Application

Applications can only be accepted from 6th - 28th January 2022 by [email](mailto:admissions@scoilthomais.ie) (admissions@scoilthomais.ie) or by hand to the school office

Documents Checklist

| Required Child Documents | YES | NO |
|---|-----|----|
| Original Birth Certificate for Child | | |
| PPSN No of child | | |
| <i>Proof of Residence 1 - Required Documents</i> | | |
| Utility Bill (within 3 months) <i>Gas/Electricity/ Landline bill accepted – no waste or mobile phone bills</i> | | |
| <i>Proof of Residence 2 - Required Documents</i> | | |
| Dated within 3 months | | |
| Car Insurance | | |
| House Insurance | | |
| Bank/Financial Statement | | |
| Official Document from Revenue | | |
| Dept Social Protection | | |
| Other ... | | |

Scoil Thomáis: December 2021