

COMMON APPLICATIONS
AND ENROLMENT FORM
St. Peter's Parish Primary Schools,
Drogheda 2024

School Stamp

School Use Only

First Name:

Date of Birth:

Nationality:

Surname:

Gender:

Parish:

Address: (all correspondence will issue to this address)

Previous School/Preschool:

Mother/Guardian Details:

Surname:

First Name:

Address:

Father/Guardian Details:

Surname:

First Name:

Address:

Telephone:

Home:

Work:

Mobile:

Email:

Telephone:

Home:

Work:

Mobile:

Email:

Please state the name of any brothers or sisters currently attending any of the primary schools listed overleaf.

Name:

Name:

Name:

Name:

Name:

School:

School:

School:

School:

School:

Please provide any other information, which you feel, may be relevant to this application.

Any other information:

By submitting this application I/We hereby agree that the applicant student will take part fully in every aspect of the school curriculum and will follow the Code of Behaviour/Anti Bullying Policy of the School. I/We have read and accept the Admission and Enrolment Policies of the relevant schools.

SIGN HERE

SIGN HERE

Mother's / Guardian's Signature

Father's / Guardian's Signature

Date:

Date:

Please return the completed Application Form to the Principal at the school of your first choice by 12 noon on Wednesday 7th February 2024.

Presentation Primary School, Ballymakenny Road

St. Brigid's & St. Patrick's N.S., Bóthar Brugha

St. Joseph's C.B.S., Sunday's Gate

St. Oliver's N.S., Ballymakenny Road

PLEASE FILL

IN YOUR

1 TO 4

CHOICES

Late Applications: Parents/Guardians of applications received after the closing date will be notified in due course after all other applications have been processed

CHECKLIST

1. Application form fully completed

2. Birth Certificate

3. Proof of address, dated within 3 months
-

Timeline for Common Application and Enrolment System 2024

Monday 20th November 2023	Parents invited to apply to enrol through Common Applications and Enrolment System
Wednesday 7th February 2024	Closing date for applications to enrol. Applications to be in by 12 noon at school of first choice.
Wednesday 21st February 2024	Last date for Parents/Guardians to be informed in writing about success of application
Friday 8th March 2024	Final date for parents to accept offer and to register pupil. Acceptance to be in by 12 noon

CONTACT DETAILS

Presentation Primary School,	Ballymakenny Rd, Drogheda Ph: 041 9837119 Email : presentationprimary@yahoo.com
St. Brigid's & St Patrick's N.S.,	Bóthar Brugha, Drogheda Ph: (041) 9837133 & (041) 9832800 Email: principalstbstp@stbrigidsstpatricks.ie
St. Joseph's C.B.S.,	Sunday's Gate, Drogheda Ph: 041 – 9833620 Email: stjosephs.sungate@gmail.com
St Oliver's N.S.,	Ballymakenny Rd, Drogheda Ph: 041-9804578 Email: office@stoliversprimary.ie

It is **MOST IMPORTANT** for parents to indicate on this form 4 schools to which they are applying in descending order of choice. Only those schools identified in order of choice will be empowered to consider your application. If your child is unsuccessful in obtaining the first choice, this will not prejudice his/her chances of obtaining a place in one of the lower choices. By submitting this form a parent acknowledges that failure to identify 4 choices may result in your child not being offered any school place should the schools applied to be over-subscribed or should your child not meet the criteria in the admissions policies of those schools identified. Schools will share the information for your preferences with other schools if relevant.

St. Peter's Parish Primary Schools, Drogheda COMMON APPLICATIONS & ENROLMENT PROCESS How to apply for Junior Infants September 2024

Participating schools;

Presentation Primary School (co-ed), Ballymakenny Road
St. Brigid's & St. Patrick's N.S. (co-ed), Bóthar Brugha
St. Joseph's C.B.S. (co-ed), Sunday Gate
St. Oliver's N.S. (co-ed), Ballymakenny Road

How to Apply

- 1. On the form indicate a preference, in order of choice, for four schools in the system.**
It is important to choose four schools as you may not get your first choice.
- 2. Submit the completed form to your school of first choice no later than 12.00 noon on Wednesday 7th February 2024.**
- 3. Include Birth certificate and proof of address, dated within three months of application. (eg utility bill)**
or
- 4. Apply online at caepdrogheda@gmail.com**

On completion of applications being processed in accordance with the enrolment criteria of the Common Applications and Enrolment Process Policy (CAEPP) a letter will be received by each applicant no later than Wednesday 21st February 2024.

- (1) Offering first, second, third or fourth choice preference,**
or
(2) Refusing enrolment in any school in the Common Application and Enrolment System.

Applicants can appeal a failure to obtain enrolment in the school of first /second /third /fourth choice by writing to the Board of Management of the school of first choice.

or
taking a SECTION 29 APPEAL. Application forms available on Department of Education website

** (co-ed) boys & girls mixed*