



Coláiste Bhaile an Droichid Bridgetown College

Baile an Droichid Co Loch Garman
Bridgetown Co Wexford
Y35 R628

Student Photo

Application Form (Transfer Student)

(Application for enrolment does not guarantee acceptance)

Please tick relevant year

2nd Year 3rd Year TY
 LC1 LC2
 LCA1 LCA2

SECTION 1: To be completed by parent(s)/guardian(s)

Proposed date of entry to this college: _____ 20__

Student Details				
Student's First Name			Surname	
Middle Name		Date of Birth	PPS No.	
Gender:	Male <input type="checkbox"/>		Country of Birth	
	Female <input type="checkbox"/>			
Address:				
Nationality				
Mother's Maiden Name				
Student's Present School			School Roll Number	

Medical Card Details

The Department of Education currently waives examination fees for Junior Cert. and Leaving Cert. students where the student or parent has a current medical card. In order for us to inform the Department that a medical card exists, we are required to get your permission and relevant medical card details.

Medical Card	Yes <input type="checkbox"/> No <input type="checkbox"/>	Medical Card Number	
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The above information will be returned to the Department of Education via the October Returns.

Parent/Guardian Contact Details

Mother's First Name		Mother's Surname	
Mother's Address			
Mother's Mobile Number		Work number	

Father's First Name		Father's Surname	
Father's Address			
Father's Mobile Number		Work number	

School reports will be sent to both parents where two addresses are given

Email Address (This email address will be used for contact from school)	
Name of sibling(s) currently attending Bridgetown College	

Other Student Details

Family Doctor	
Notes on health problems or disabilities, if any (Please include details of any medication to be taken during the school day).	
Please give details of any family circumstances of which you would like us to be aware (separation, divorce, parent deceased, bereavement in the family, etc.):	

Name and address of school your son/daughter is attending at present

Is this the only second level school that s/he has attended? Yes No

If no, please give name(s) of other second level school(s) attended.

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What is the reason for this transfer application?

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Exemption from Irish	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(If yes, please attach certificate issued by current school)</i> <i>Please note that in the absence of a certificate, your child will be placed in an Irish class.</i>
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Testing:

It is Bridgetown College’s policy to regularly review students’ progress and levels of attainment. To this end it may be necessary to carry out additional testing in addition to standard classroom subject tests e.g. aptitude tests/ability tests/literacy tests/numeracy tests. Please confirm that we have your permission to carry out these tests.

Yes No

Special Educational Needs

Has your son/daughter special educational needs which have been documented in a report/letter by a professional e.g. psychologist, occupational therapist, medical consultant. Yes No

If yes, please give details of the special educational need(s)_____

Please tick to indicate if your son/daughter is in receipt of any/some of the following:

(i) Resource Hours

(ii) Learning Support

(iii) SNA Support

(iv) School Completion Support

(v) Other support – please supply details_____

If you have not included a copy of the report, you are asked to leave one into the General Office within the next two weeks. Enrolment applications cannot be processed without all relevant documentation.

If you do not have a copy of the report, do you give your consent to Bridgetown College to request a copy of the report from your son's/daughter's current school? Yes No

If test results need to be updated in the future or, if new assessments are deemed appropriate by the Resource/Learning Support Department, do you give your permission for these assessments to be updated?

Yes No

Pupil Computer Account Agreement

The college's Acceptable Usage Policy is currently under review. It outlines the rules and regulations governing the use of the school's computers and computer systems. All students in the school are offered their own computer account and an Office 365 account which gives them access to their own storage space on the school server as well as internet access.

Please tick one of the boxes below to indicate whether you give permission for your son/daughter to have his/her own computer account on the school server in addition to an Office 365 account.

I give permission.	<input type="checkbox"/>
I do not give permission.	<input type="checkbox"/>

Please tick to indicate your preference.

Photographs of Students

The school maintains a database of photographs to create a pictorial and historical record of life at school. Passport photographs area kept on each student's file and other student photographs may be published on our school website or in brochures, newsletters, local and national newspapers and similar school-related productions.

Please indicate if you give your permission for this usage by ticking one of the boxes below.

I give permission.	<input type="checkbox"/>
I do not give permission.	<input type="checkbox"/>

Out-of-School Activities

Students may from time to time be involved in out-of-school activities because they are participating in extra-curricular activities including:

- sports and outdoor pursuits, swimming or horse riding
- attending information sessions/open days/lectures/ploughing championships/driver awareness
- going to the theatre, cinema or library
- participating in field trips/projects to meet course requirements
- participating in choral/musical events
- participating in competitions or events relating to personal development
- class tours/trips

Please tick one of the boxes below to indicate whether you give permission for your son/daughter to participate in these activities.

I give permission.	<input type="checkbox"/>
I do not give permission.	<input type="checkbox"/>

If you need to withdraw consent for any reason, please notify us at your earliest convenience.

Parent/Guardian Signature: _____

Date: _____

Please tick the following to indicate your agreement:

I understand that if my son/daughter is offered a place at Bridgetown College that they will be subject to the Code of Behaviour and all other policies and procedures of the college.

I understand that I must attend a meeting with the Principal/Deputy Principal as part of the enrolment procedure for Bridgetown College, and that a place, if available, will not be offered to my child until such a meeting has taken place.

Signed:

Parent/Guardian

Signed:

Parent/Guardian

Date:

Date:

Please note:

- ***All applications must be accompanied by a copy of a birth certificate.***
- ***The PPS number of the applicant must be included on the application form. This is available from his/her current school or from your local social welfare office.***
- ***A meeting with parents will take place as soon as possible after an application has been received and places, if available, will be offered to successful applicants within 21 days of such a meeting, provided that all necessary documentation has been submitted.***

Personal Data on this Form

Waterford Wexford ETB is registered as a Data Controller under the Data Protection Acts 1988 and 2003. (A copy of the full Data Protection Policy of Waterford Wexford ETB is available on request from The CEO, Waterford Wexford ETB, Ardcavan Business Park, Ardcavan, Co Wexford.) The personal data supplied on this application form is required for the purposes of student enrolment, registration, administration, child welfare and to fulfil our other legal obligations. Contact details will also be used to notify you of school/WWETB events or activities. While the information provided will generally be treated as confidential to Waterford Wexford ETB, from time to time it may be necessary for us to exchange personal data on a confidential basis with other bodies including the Department of Education & Science, the Department of Social & Family Affairs, An Garda Síochána, the Health Service Executive, the National Educational Welfare Board or with another school (where the student is transferring).

We rely on parents/guardians 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 principal.

Data Protection Policy of Waterford Wexford ETB

A copy of the full Data Protection Policy of Waterford Wexford ETB is available on request from The CEO, Waterford Wexford ETB, Ardcavan Business Park, Ardcavan.



wwetb

Bord Oideachais agus Oiliúna
Phort Láirge agus Loch Garman
Waterford and Wexford
Education and Training Board



Ireland's European Structural and
Innovation Funds Programmes
2014-2020
Co-Funded by the Irish Government
and the European Union



EUROPEAN UNION
Investing in your future
European Social Fund

Please give details of the student's behaviour record to include details of suspensions.

Has the SENO allocated resource hours or an SNA?
If yes, please give details.

Yes No

Is this student going through an expulsion process at present? _____

Any other relevant information (please use additional page(s) if necessary):

Principal's signature

Date

School stamp:

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School Rules

Rule No.	School Rules
Rule 1	Attend school regularly and be on time and fully prepared for each class
Rule 2	Remain on the school grounds during the school day. (The following areas are out of bounds at all times: behind the gym, oil tank and pre-fabs. Students should not loiter in the car park, at the front wall or at entrances to the school at any time). Students should only be in the Reception area if they are waiting for a parent or member of staff.
Rule 3	Co-operate with school staff inside and outside the classroom.
Rule 4	Behave in a quiet and orderly fashion and walk on the left hand side of the corridors.
Rule 5	Respect yourself, other students, school staff and visitors. Bullying or aggressive behaviour will not be tolerated.
Rule 6	Respect the school and the property of those in it. Students should be aware that they are responsible for their own property.
Rule 7	Keep your Homework Journal in proper order, place it on your desk at the start of each class and record all homework.
Rule 8	Wear full uniform. Tongue studs and facial jewellery, other than earrings, are not allowed and jewellery may not be worn in practical classes. (The only jacket which may be worn at school is the navy school jacket carrying the school crest)
Rule 9	Do not eat, drink or chew gum in class.
Rule 10	Do not smoke or have tobacco, cigarettes, e-cigarettes, lighters or matches in your possession at school, while engaged in out-of-school activities, in the bus park or in the vicinity of the school.
Rule 11	Alcohol and drugs are strictly forbidden at school and elsewhere in the course of school related activities.
Rule 12	Taking photographs, videoing or recording with a camera phone is forbidden at school and elsewhere in the course of school related activities. Mobile phones must be powered off and stored in school bags or lockers except during morning and lunch breaks.
Rule 13	Get permission before posting notices.

The College reserves the right to review rules. If changes are made, parents will be informed following our end of year staff meeting.

Student's Signature _____

Parent's Signature _____

Date: _____

School Transport - Post Primary

Description

The Post Primary School Transport Scheme supports the transport to and from school of children who reside not less than 4.8 kilometres from and are attending their nearest post-primary education centre/school.

How to Apply

Parents of a child wishing to avail of school transport services must apply to Bus Éireann. Application forms are available online at www.buseireann.ie or by contacting your Local Bus Éireann office.

Department of Education & Skills (DES)

Data Request Form

If you wish to accept an offer of enrolment in Bridgetown College today, we are obliged by the Department of Education and Skills, to ask you to supply the following information.

NAME OF SCHOOL **Bridgetown College**

ADDRESS OF SCHOOL **Bridgetown Co Wexford**

NAME OF STUDENT _____

Date of Birth of Student _____

Academic year which student is enrolling _____

Q1: What is the student's NATIONALITY*? _____

(please use BLOCK CAPITALS)

* NATIONALITY is the preferred nationality which the parent/guardian (or student, where of an age deemed competent to do), so provides. It is chosen regardless of whether the student is adopted or has dual nationality.

Q2: Is English or Irish the MOTHER TONGUE of the student?** _____

(answer YES or NO Please use

BLOCK CAPITALS)

** MOTHER TONGUE is the language a child speaks as their first language.

IN RESPECT OF THE NEXT QUESTION YOU MAY OPT NOT TO PROVIDE AN ANSWER.

Q3: To which ethnic or cultural background does the above named student belong?

Please circle only one category (these categories used are based on the Census)

1. White Irish
2. Irish Traveller
3. Roma
4. Any other white background
5. Black or Black Irish – African
6. Black or Black Irish – any other Black background
7. Asian or Asian Irish – Chinese
8. Asian or Asian Irish – Any other Asian background
9. Other including mixed background
10. No consent

Signed

PRINT NAME

DATE

Please return completed forms to the student's school

This form should be retained by the school for the duration of the student's enrolment and made available for inspection by an officer of the Department or the Office of the Data Protection Commissioner, if required.

Appendix B – The student data and the purposes for which it is being collected.

Data required	Purpose	Comment
Nationality*	<p>This is required for statistical and reporting purposes</p> <p>Nationality is collected for students in the education and training sectors.</p> <p>Data will be used in aggregate format only.</p>	<p>*It is the preferred nationality which the parent/guardian or student who is deemed competent to do so provides. It is chosen regardless of whether the student is adopted or has a dual nationality.</p>
Is English or Irish the mother tongue* of the student (Yes/No)	<p>To help identify need for language support.</p> <p>To monitor progression and assessment of outcomes.</p> <p>Meet national and EU reporting requirements.</p>	<p>*Mother tongue is the language a child speaks as their first language.</p>
Ethnicity or cultural background of the student	<p>To assist outcome focused planning of policy and support for minority groups.</p> <p>Monitoring and evaluation of policy supports.</p> <p>Data on students from the Traveller community is required for the allocation of enhanced capitation.</p> <p>Data on Roma is required for reporting to the EU and UN.</p>	<p>The identification in relation to ethnic and cultural background is on the basis of voluntary self-identification. It is not compulsory. Parents and students are free to decline to provide this information.</p> <p>The question is similar to the question in the national census.</p>