

The Fr. Bob McGoran S.J. Centre, Coláiste Iognáid
Enrolment Procedure

1. Registration process begins when the parents complete an application form for Coláiste Iognáid.
2. This form secures a place on the waiting list.
3. In cases of a pupil where application for a place in the Centre meet the general school application criteria, parents are invited to submit relevant educational/psychological reports as appropriate.
4. Applications will only be processed on the basis of all diagnostic and psychological reports submitted supplemented by educational reports..
5. Coláiste Iognáid will assign a teacher from the Centre to visit the applicants in their schools to observe the pupil and discuss his/her needs with the class teacher and/or Principal.
6. The assigned teacher will then furnish a report to the Principal in Coláiste Iognáid and a group assigned by the Board of Management which will determine the most suitable pupils for the available places in the Centre (Admissions Group). This Admissions Group will include the Principal, Deputy Principal, members of the school resource team and suitable professionals with expertise and experience in special education. This group are tasked with objectively determining the most suitable applicants who can benefit most from the services of the Centre and will advise the Principal/Board of their determination.
7. All names of pupils who are given places in the Bob McGoran.S J.Centre will be supplied to the Board of Management. These determinations should be made by March 31st. (The Principal may also recommend that the decision be deferred, pending the receipt of further information on the child)
8. Admission to the Fr. Bob McGoran S.J. Centre must take place at the beginning of the school year.
9. Failure by parents to present full documentation/reports on their children at the time of application will result in the Board of Management refusing the application to the Centre.

It should be again noted that there are spaces for a maximum of **six pupils** in the Centre. It is not the Board of Management's intention to exceed this number. In the planning submission for Coláiste Iognáid's new building, provision has only been made for six places in the Centre.

Note again that the normal admission policy for Coláiste Iognáid will also apply to entry into the Centre.