



Sept 2021

Dear Parents/Guardians,

The dates for enrolments for 1<sup>st</sup> year students at Hartstown Community School for the school year 2022/2023 are as follows:

The school will commence accepting applications for admission on	01/10/21
The school shall cease accepting applications for admission on	22/10/21
The date by which applicants will be notified of the decision on their application is	12/11/21
The period within which applicants must confirm acceptance of an offer of admission is	26/11/21

The enrolment policy and the application procedures laid down by the Board of Management and the school Charter of Behaviour are explained in the information booklet for new parents which will be available on enrolment.

Other relevant information on the Board of Management, the school curriculum, the choice of option subjects, additional programmes, extra-curricular activities etc. are also outlined. Your signature on the application form is your acceptance of the school Charter of Behaviour. See our Website [www.hartstowncommunityschool.com](http://www.hartstowncommunityschool.com). You are asked to read this with your child before making an application to Hartstown Community School.

Accurate information on the enrolment form is essential. All applications which do not satisfy the criteria defined in the school enrolment policy must be submitted to the Board of Management for a decision.

A valid application requires the following to be presented on enrolment day

- Copies of Birth, Baptismal Certificate or Passport
- Passport Size Photograph
- PPS number which can be obtained from the Dept. of Social & Family Affairs Tel. 01 7043281
- Utility bill to verify address
- School Report (most recent)

**For students who accept a place in the school and register with us, there is a voluntary contribution of €60 per student or €120 per family to a Sports & Recreation fund which helps to cover e.g., the cost of transport to and from the many activities which are promoted, prizes for sports days, purchase of gear, all in-house examination expenses, parent newsletters, postage for reports home and 24 hour accident cover 365 days of the year.**

**Online applications will not be processed for the purposes of enrolment.**

**Hard copy applications only submitted to Hartstown Community School, Hartstown, Clonsilla, Dublin 15 by Friday the 22nd of October 2021 - last day for receipt of applications**

We look forward to meeting you and to working with your son/daughter in the future.

Yours sincerely,

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**Graham Fleming, (Acting)Principal**

\*Note: Inaccurate or misleading information could render your application invalid.