Bord Oideachais & Oiliúna
LUIMNIGH & AN CHLÁIR
LIMERICK & CLARE
Education & Training Board

MUNGRET COMMUNITY COLLEGE
SIMUL DISCAMUS
2017

SPECIAL CLASS APPLICATION FORM FOR ADMISSION FOR FIRST YEAR 2027.28

MUNGRET COMMUNITY COLLEGE

BEFORE YOU COMPLETE THIS FORM, PLEASE ENSURE YOU READ THE SPECIAL CLASS INFORMATION LEAFLET FOR MUNGRET COMMUNITY COLLEGE.

CLOSING DATE for RECEIPT OF COMPLETED APPLICATION FORMS IS

12.30pm Monday 9/11/2026

Please complete all sections of the following application using BLOCK CAPITALS									
SECTION 1 – Applicant Personal Details									
Details of the young person for whom this application is being made.									
First Name:									
Surname:									
Date of Birth:									
Gender:									
Nationality:									
Current Primary School									
Home Address:									
Eircode:									
PPSN:									

SECTION 2 – Details Of Parent/Guardian		
	Parent / Guardian 1	**Parent / Guardian 2**
Prefix: (*e.g.* Mr. / Ms. / Ms. *etc.*)		
First Name:		

Surname:		
Address:		
Eircode:		
Telephone no.		
Email address:		
Relationship to student:		

Section 3: Sibling(s) School Details	
Please state the names of any brothers or sisters CURRENTLY attending Mungret Community College	
Name	**Year group**

Section 4: Special Class Eligibility	
Circular Letter 0039/2025 updates the eligibility criteria for admission to all special classes and special schools. Please tick each box to confirm the applicant meets each of the eligibility criteria below and that **the relevant paperwork is submitted with the application form**	
	Professional report(s) outlining a **Diagnosis of Autism**
	A clear professional recommendation, that given the severity or complexity of the child's needs, that an autism special class placement would be most appropriate to meet the child's needs.
	A letter from the NCSE confirming that the child is known to them and that the child has the required diagnosis and recommendation for a special class for autism.

Failure to submit the relevant paperwork by the closing date will deem the application invalid

IMPORTANT INFORMATION:

- **All of the information that you provide in this application form is taken in good faith. If it is found that any of the information is incorrect, misleading or incomplete, the application may be rendered invalid.**
- **Please understand that it is your responsibility to inform the school of any change in contact information or circumstances relating to this application.**
- **For information regarding how your data is processed by the school and LCETB, please see overleaf.**
- **Please sign below to demonstrate that you have read and understood this information.**

Parent / Guardian 1_____ Date

Parent / Guardian 2_____. Date. _____

DATA PROTECTION

The Board of Management of Thomond Community College is a committee of LCETB, Marshal House, Dooradoyle, Co. Limerick which is a data controller under the General Data Protection Regulations and the Data Protection Acts 1988 - 2018. The Data Protection Officer for LCETB is Aileen O' Sullivan and can be contacted at dataprotection@lcetb.ie.

The personal data supplied on this Application Form and the accompanying documentation sought is required for the purpose of:

- Verification of identity and date of birth;
- Verification and assessment of admission criteria;
- Allocation of teachers and resources to the school; and
- School administration,

all of which are tasks carried out pursuant to various statutory duties to which LCETB is subject.

Failure to provide the requested information may result in the application being deemed invalid and an offer of a place may not be made.

The personal data disclosed in, or as part of, this Application Form may be communicated internally within LCETB and externally with the NCSE and/or NEPS for the purpose of determining the applicability of the selection criteria, and possibly with the patron or board of management of other schools in order to facilitate the efficient admission of students, pursuant to section 66(6) of the Education Act 1998 as inserted by section 9 of the (Admissions to Schools) Act 2018. It may also be shared with Tusla Education Support Services for the purpose of assisting the student with education and training opportunities, in line with section 28 of the Education (Welfare) Act 2000.

The personal data provided in this Application Form will be kept for 7 years from the date on which the student turns 18 years of age, unless there is a statutory requirement to retain some or all elements of the data for a further period or indefinitely, in line with LCETB's Data Retention Policy, which can be found at https://lcetb.ie/policies/. A copy of the full LCETB Data Protection Policy is available at https://lcetb.ie/policies/or from the school office.

Any person who provides personal data through this Application Form has a right to request access to that data. S/he also has a right to request the changing of any information if it is factually incorrect. A request for erasure of the data can also be made by or on behalf of the data subject but this will only be acceded to where the data is no longer necessary for the purpose for which it was collected and where LCETB does not have a legal basis for retaining it. If you as a data subject have any complaints regarding the processing of your personal data, you have the right to lodge a complaint with the Data Protection Commission.

All Application Forms and accompanying documentation should be sent to:	**For office use only**
Mungret Community College, Caheranardrish, Mungret, Co. Limerick V9462R7	Date received: ____/____/_____ School Stamp: