Leaving Certificate Applied (LCA) Admissions Policy

Iontaobhas Scoileanna Éamainn Rís
Edmund Rice Schools Trust

Leaving Certificate Applied (LCA) Admissions Policy

St David's College

School Address: Artane, Dublin 5

School roll number: 60471F

School Patron: The Edmund Rice Schools Trust

1. Introduction

This admissions policy outlines the procedures and criteria for students applying for the Leaving Certificate Applied (LCA) programme at St. David's College. The LCA programme is a two-year senior cycle programme designed for students who wish to engage in a more practical, hands-on approach to learning, with a focus on vocational education, personal development, and work experience.

2. General Admission Requirements Each application is considered on its individual merits.

- **Completion of Junior Cycle**: Applicants must have successfully completed the Junior Certificate or an equivalent educational qualification.
- **Teacher references**: Supporting the student's suitability for the programme (if consulted with by the Admissions Committee).

The LCA Admissions Committee reserves the right to interview applicants based on these criteria to assess their suitability.

3. External Applications External applicants wishing to transfer to the LCA Programme at St. David's College will be assessed under the same admissions criteria. Candidates may also be asked for:

- **School Records (from previous school)**: Applicants must provide copies of their most recent school reports, including attendance, conduct, and academic performance.

4. LCA Admissions Committee The LCA Admissions Committee, responsible for reviewing applications and offering places, will consist of:

- Deputy Principal/ Principal
- The LCA Programme Coordinator

In consultation with:

- SEN Coordinator
- Guidance Counsellor
- Year Head for 3rd Year/ 4th Year students

5. Admission Process

1. **Application Form**: Students wishing to apply for the LCA programme must submit a completed application form.
2. **Interview**: An interview may be conducted with the applicant, at the discretion of the Admissions Committee, in which they will discuss their motivation for the programme, personal interests, and any vocational or career aspirations.
3. **Recommendation**: Applicants may be asked to provide a recommendation from a teacher to support their application. This recommendation will focus on the student's attitude to learning, work ethic, and suitability for the practical nature of the LCA programme.

4. **Assessment of Previous Records**: The applicant's previous academic and behavioural records will be considered as part of the selection process. Behaviour points/ suspensions during Junior Cycle/ TY will be reviewed.

6. Selection Criteria

- **Suitability for Vocational Education**: Applicants who demonstrate an interest in practical, hands-on learning and vocational subjects will be given preference.
- **Commitment to Personal Development**: The LCA programme places strong emphasis on personal and social development. Applicants who show motivation and a willingness to engage in self-improvement will be prioritized.
- **Academic Performance**: While the LCA programme is not academically intensive like the traditional Leaving Certificate, applicants must have a basic understanding of core subjects such as English, Mathematics, and Science.

7. Capacity and Limits

- The number of places available in the LCA programme may be limited by the resources and staff available. In the event of oversubscription, priority will be given based on the selection criteria outlined above.
- In the case that an applicant is not admitted to the LCA programme, they may be considered for entry to other senior cycle options (e.g., Leaving Certificate or Transition Year) based on their academic profile and interests.

8. Special Educational Needs

- The school is committed to providing a supportive learning environment for students with special educational needs. Applicants with disabilities or learning difficulties are encouraged to apply. The school will make reasonable accommodations to ensure all students can participate fully in the LCA programme.
- Applicants with special needs may be required to provide documentation from educational psychologists or other relevant professionals to ensure appropriate support is in place.

9. Offer & Acceptance of Places

9.1. Successful applicants will receive a formal offer in writing.

9.2. Unsuccessful applicants will be offered feedback from the Programme Coordinator/ Principal.

9.3. Upon acceptance, students and parents/guardians must commit to securing work-experience placements as required & commit to meeting the attendance criteria of the Programme.

10. Review Period & Programme Suitability

10.1. All students are admitted to LCA on a provisional basis for the first six weeks.

10.2. During this period, student attendance, behaviour, participation, and engagement will be monitored.

10.3. If a student is found unsuitable for LCA, the LCA Admissions Committee may recommend a transfer to an alternative programme (e.g. Leaving Certificate, TY).

11. Admission Appeals

- If an applicant is not offered a place in the LCA programme, they may appeal the decision through the school's Admissions Appeal process. The appeal must be submitted in writing, outlining the grounds for the appeal, and will be reviewed by the Board of Management
- The outcome of the appeal will be communicated to the applicant within a reasonable timeframe.

12. Conclusion

St. David's College strives to provide an inclusive and supportive educational environment for all students. The LCA programme is designed for students who want to pursue a practical, hands-on educational experience, and we encourage all eligible students to apply.

Signed ACTING

Stephen McMahon

Mr. J. O'Connell
Chairperson, Board of Management

5/3/2025

Date