St Joseph's CBS, Summerhill, Nenagh, Co Tipperary
1st Year Student - Application Form 2027/2028

Applicant's Details

First Name : _____ Middle Name : _____

Surname : _____ Date of Birth : _____

Address : _____ PPS No : _____

_____ Religion : _____

_____ Nationality : _____

Mother/Guardian's Details

Name : _____

Address : _____

_____

_____

Eircode : _____

Home ☎ : _____

Mobile ☎ : _____

Work ☎ : _____

Email : _____

Father/Guardian's Details

Name : _____

Address : _____

_____

_____

Eircode : _____

Home ☎ : _____

Mobile ☎ : _____

Work ☎ : _____

Email : _____

Mother's Maiden Name : _____

Current Pupil ☐ Past Pupil ☐

Does the applicant have any brothers who are current and/or past pupils of the school?

Yes ☐ No ☐

Name & Current Year of Study

_____

_____

Name & Year of Graduation

_____

_____

Does the applicant have a parent who is a past pupil of the school?

Yes ☐ No ☐

Name

_____

Year of Graduation

_____

Educational Details

Name of Primary School most recently attended : _____

Other Primary Schools attended (if relevant) : _____

I/We give permission to St Joseph's CBS to contact my son's Primary School(s) to access information necessary to aid with his transition from primary to secondary school — Yes ☐ No ☐

Signed : _____ (Parent/Guardian) Date : _____

Signed : _____ (Parent/Guardian) Date : _____

Please note –

Irish is a compulsory subject for all students. Exemptions from the study of Irish will only be granted where a student meets the specific criteria as outlined in the Department of Education's Circular 0055/2022.

Is your son currently studying Irish? Yes ☐ No ☐

If No, please indicate the reason : _____

If your son is not currently studying Irish, please attach a copy of his Certificate of Exemption

Does your son have a Psychological/Educational Assessment(s)? Yes ☐ No ☐

If Yes, please attach a copy of the relevant reports with your son's application form

Has your son been in receipt of Learning Support and/or Resource Teaching in Primary School? Yes ☐ No ☐

If Yes, please provide details : _____

_____

If your son was not born in Ireland, please state how many years he has been resident in Ireland _____

Please provide any further relevant educational information that may be necessary : _____

_____

Does the applicant wish to be considered for a place in one of the school's Special Class settings? (appropriate professional recommendations essential) Yes ☐ No ☐

If Yes, please indicate which class setting ASD ☐ MGLD ☐

I/We give permission for my son to participate in appropriate Standardised Testing while a student at St Joseph's CBS Yes ☐ No ☐

Medical Details

Name of Doctor : _____

Phone No : _____

Address : _____

_____

Do you/your son have a Medical Card?

Yes ☐ No ☐

If so, please provide Medical Card No

_____

Does your son have any medical issues the school should be aware of? Yes ☐ No ☐

If yes, please provide details _____

_____

_____

Data Protection

I/We acknowledge that on our son's enrolment, information regarding our son provided on this application form will be used by St Joseph's CBS as part of the school's annual returns to the Department of Education.

Signed : _____ Date : _____
(Parent/Guardian)

Signed : _____ Date : _____
(Parent/Guardian)

Photographs

The school maintains a database of photographs from school events held over the years. It has become customary to take photos of students engaged in activities and events in the interest of creating a pictorial as well as historical record of life at the school. Photographs and the student's names may be published on our school website, app, on social media or in brochures, yearbooks, newsletters, local and national newspapers and similar school-related productions.

Consent is requested from each parent and should the parent wish to have his/her child's photograph removed from the school website, brochure, yearbooks, newsletters etc. at any time, we will duly comply on receipt of a written request to the school principal.

Do you consent? Yes ☐ No ☐

Signed : _____ Date : _____
(Parent/Guardian)

Signed : _____ Date : _____
(Parent/Guardian)

School Transport

If your son requires School Transport, please contact your local Bus Éireann Transport Office

Limerick School Transport Office,
Bus Éireann,
Roxboro Road,
Limerick

061 217484
schools.limerick@buseireann.ie

Student Contract

I have read and am familiar with the school's Code of Behaviour Yes ☐ No ☐

As a student in St Joseph's CBS, I promise to abide by the school's ethos, upholding the standards and expectations laid out for all pupils in the school's Code of Behaviour in order to maximise my full potential. Yes ☐ No ☐

Signed : _____ Date : _____
(Student)

Parental Contract

I have read and am familiar with the school's Code of Behaviour Yes ☐ No ☐

In registering my son as a student in St Joseph's CBS, I understand that this implies a full acceptance of the school's ethos and Code of Behaviour and I will encourage my son to work to the best of his ability and participate fully and positively in all aspects of school life. Yes ☐ No ☐

Signed : _____ Date : _____
(Parent/Guardian)

Signed : _____ Date : _____
(Parent/Guardian)

Please see our website (www.cbsnenagh.com) or contact the school office (067 34789) for our School Policies

For Office Use Only			***Notes***
Birth Cert (Copy) Attached	☐		
Ed/Psych Assessment Attached	☐		
Entered on P-POD	☐	Date : _____	
Entered on TYRO	☐	Date : _____	

St Joseph's CBS, Summerhill, Nenagh, Co Tipperary
1st Year Student - Application Form 2027/2028
Privacy Notice

(effective 25th May 2018)

Who is collecting the data –

St. Joseph's C.B.S. Secondary School, Summerhill, Nenagh, Co Tipperary
T: 067 34789
E: reception@cbsnenagh.com

This Privacy Notice governs the manner in which St. Joseph's C.B.S. Nenagh collects, uses, maintains and discloses information collected using School Forms.

Personal Identifiable Information (School) –

We collect personal identification information from students & prospective students in a variety of ways in connection with the delivery of education at our school. We will collect personal identification information from data subjects only if they voluntarily submit such information to us:

Student's Data (Lawful Basis: Public Interest, Consent, Legal Obligation) –

- Name; Surname; Date of Birth; PPS Number; Address; Nationality; Birth Certificate; Medical Conditions; Programme Subjects & Courses Exemptions; Medium of Learning Irish/English; Psychometric Testing Results (where applicable); Religion; Psychological Assessment Results (where applicable); Book Rental Scheme; Transportation Scheme;
- Parent / Guardian Name; Phone Number; Home address; Mobile Number; Emergency Contact Person & No., Email, Mothers Maiden Name; Family Members (current / past); Medical Card;
- Name, Address & Tel. No. of GP, Previous Educational History.
- Photos with classmates, tours, matches, awards etc.
- CCTV Images.
- Classroom based assessments and exam results;
- State Examination Results;

How we use collected information –

We use your personal data for purposes including:

- your child's application for enrolment;
- to provide them with appropriate education and support;
- to monitor their academic progress;
- to care for their health and well-being;
- to care for our staff and students;
- to process grant applications, fees and scholarships;
- to coordinate, evaluate, fund and organise educational programmes;
- to comply with our legal obligations as an education body;
- to comply with our monitoring and reporting obligations to Government bodies;
- to process appeals, resolve disputes, and defend litigation etc.

How we protect your information –

We adopt appropriate data collection, storage and processing practices and security measures to protect against unauthorized access, alteration, disclosure or destruction of your personal information.

How long do we keep your personal information?

We keep your personal information for a length of time as per our Retention Policy i.e. For students, this generally means we will retain data for up to 7 years after a student has left the school. After this time, your data will be destroyed by confidential shredding or deletion from our school's database. In certain circumstances we may retain your data longer, these circumstances and the retention period are outlined in St. Joseph's C.B.S. Nenagh Data Protection Policy which is available to you on request.

Sharing your personal information –

We do not sell or trade personal identification information to others. We may share your data with the State Examinations Commission, the Department of Education and Skills, NCSE, TUSLA, NDTI, An Garda Síochána, HSE, the Department of Social Protection, our Insurance Company, the Revenue Commissioners etc.

The sharing of student personal data and the nature of what is shared depends on various factors. The Government bodies to which we transfer personal data will use that data for their own purposes (including - to verify other information they already hold etc.) and they may aggregate it with other information they already hold about the data subject and the data subject's family. We also share your personal data with other third parties including our insurance company and other service providers (including External Psychologists, Speech Therapists, IT providers, security providers, legal advisors etc). We are legally required to provide certain records relating to the progress of a student (under 18 years) in his/her education to the student's parents/guardians, including results of examinations.

Your rights –

You have a number of rights in relation to your personal information. These rights include the right to:

- request information regarding the personal data that we hold about you and the source(s) of that information. You can request a copy of any personal data we hold about you. This service is free of charge.
- request that we rectify without undue delay any inaccuracies in relation to the personal data we hold;
- in some circumstances, request the erasure of your personal data or object to the processing of your data;
- obtain restriction of processing in some circumstances;
- object to any processing in some circumstances;
- in some circumstances, request that your personal data be transferred to you or a new school if the data is processed automatically (Please note, that we retain only a copy of certain data collected from you. Furthermore, we do not avail of systems that make automated decisions based on your data);
- if we are processing any data for which you have given consent, you may withdraw consent to us processing your personal data. This will not affect the processing already carried out with your consent; and
- lodge a complaint with a supervisory authority. In Ireland, this is the Office of the Data Protection Commissioner;

Any enquiries regarding the above rights or if you wish to exercise any of these rights or any other rights provided for in this Statement please contact us.