



**PRESENTATION SECONDARY SCHOOL
CASTLEISLAND
CO. KERRY
V92 KC97**



APPLICATION FORM FOR ADMISSION

2027 – 2028

Completed applications will be accepted from:	October 23 rd October 2026
The closing deadline for receipt of application is:	November 20 th November 2026
	For office use only
All Application Forms should be sent to: Presentation Secondary School, Church Street, Castleisland, Co. Kerry. V92 KC97	Date received: ____/____/____ School Stamp

Please tick the Year Group the student is applying to enter:	<u>Special Class</u>
First Year ☐	Please tick if the student is eligible and wishes to apply for our <i>Special Class for Autistic Learners</i> :
Second Year ☐	Yes ☐
Third Year ☐	No ☐
Transition Year ☐	
Fifth Year ☐	
Sixth Year ☐	Please note: the NCSE will determine eligibility prior to enrolment.

Please complete the following Application using **BLOCK CAPITALS**

Section 1 – Applicant Details

Details of the student for whom this application is being made

First Name							
Middle Name							
Surname							
Date of Birth							
Student Address							
Eircode							
PPSN							

Section 2 - Parent/Guardian Details

	Parent/Guardian (1)	Parent/Guardian (2)
Relationship to Student: Mother/Father/Guardian/ Other (please specify)		
First Name		
Surname		
Mother's Maiden Name		
Phone No.		
Email		

Section 3 – Selection Criteria for Admission in the Event of Oversubscription

This information will assist in determining whether the prospective student meets the admission requirements in accordance with the order of priority as set out in section 6 of the Admission Policy for Presentation Secondary School, Castleisland, Co. Kerry.

A. If the prospective student currently has any siblings in our school, please indicate their name(s) and current year(s) of study,

AND/OR

If the prospective student has any siblings who attended our school in the past, please state their name(s) and year(s) they graduated.

B. Please indicate if the prospective student's mother or grandmother attend this school in the past.

C. Please provide details of the primary school attended by the prospective student.

Section 4 – Photography and Videography Permission

During your daughter's time as a student in Presentation Secondary School, Castleisland, photos and videos of your daughter may be taken as part of school promotion and entry to events/competitions. They may be uploaded to the schools various social media platforms, website and submitted to local online and print media e.g. local newspapers.

Please note: you or your daughter can request to withdraw from any photo or video being taken at any time and can also request for a photo or video not to be used or removed.

I _____ confirm that I give the school permission to use photos and videos of my daughter during her time in Presentation Secondary School, Castleisland for the sole purpose of school promotion and/or entry to events/competition. I am fully aware that I or my daughter both have the right to withdraw in advance or request removal of any photo or video she may be in.

Section 5 – Student Code of Behaviour

Please confirm that the student Code of Behaviour is acceptable to you as a parent/guardian and that you shall make all reasonable efforts to ensure compliance of same by the student. Please note that the Code of Behaviour can be found at **www.presentationcastleisland.ie** or from the school office.

I _____ confirm that the Code of Behaviour for the school is acceptable to me as the student's parent/guardian and I shall make all reasonable efforts to ensure compliance by the student if she secures a place in the school.

Section 6 - Data Protection

The Board of Management of Presentation Secondary School, Castleisland is a Data Controller under the General Data Protection Regulations and the Data Protection Acts 1988 - 2018.

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

- Verification of identity and date of birth
- Verification and assessment of admission criteria
- School administration

all of which are tasks carried out pursuant to various statutory duties to which the Board of Management 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 this Application Form may be communicated internally within the school 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.

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.

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 the Board of Management 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.

OFFICE USE ONLY

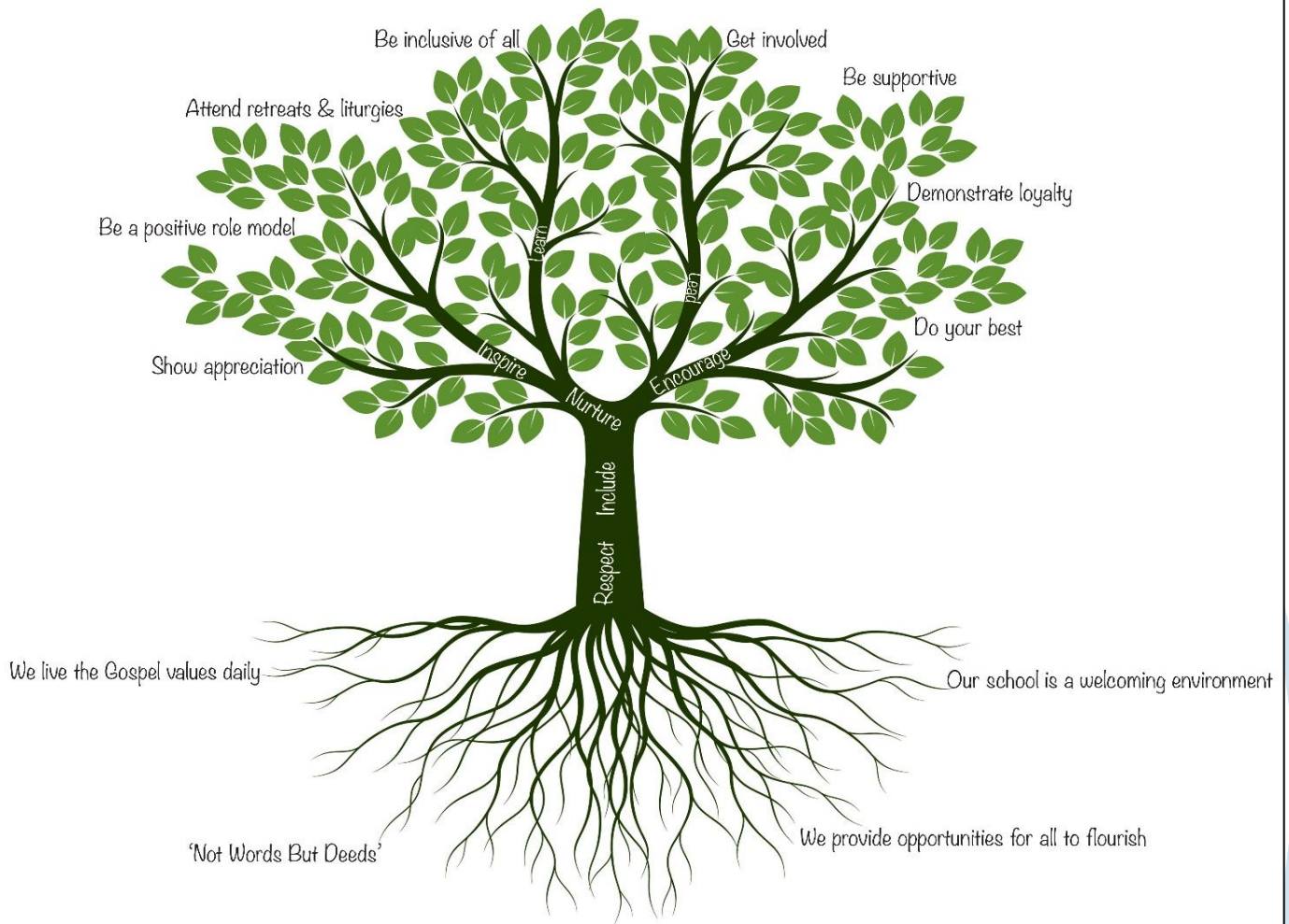
Date Application Received:

Checked by:

Date entered on School Database:

Entered by:

School Culture



Pillars

- 1) We engage with the local community
- 2) We celebrate all we do as a whole school community
- 3) We develop an inclusive growth mindset
- 4) We include everyone
- 5) We are respectful, kind and most importantly, we are happy

Mission Statement

- Guided by our Catholic ethos we provide a positive, respectful, inclusive, and welcoming learning environment for all, with a commitment to academic excellence.
- Our students are afforded many opportunities to reach their full potential in all aspects of education.
- We are dedicated and inspiring leaders of innovative and modern teaching practices, supported by a highly equipped technological learning environment.

Vision Statement

- To prepare accomplished, confident, resilient and independent young adults, to follow their passions, develop a love of learning and become positive role models in society.



