



Ard Ynseyder: Bnr J G Matthews
Headteacher

Bunscoil Ghaelgagh
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ADMISSION POLICY BUNSCOILL GHAE LGAGH

Policy Aims

This policy has been written to:

- Provide clear and fair guidance to staff, parents and legal guardians
- Provide realistic guidelines for dealing with fluctuating intakes and changing circumstances as school develops
- Reflect the unique linguistic circumstances of the Bunscoil Ghaelgagh

Responsibilities

Teachers

- Ensure that the policy is in place and made known to parents and legal guardians.

Head teacher, Moonier Veggey and Governing Body

- Ensure that the policy is in place and that it is being carried out effectively.
- Parents will be provided with a copy of the Admission Policy as it stands, when they are given a copy of the Initial Enquiry form.

Parents and Legal Guardians

- Should keep school informed of any decisions they may make to withdraw their child as soon as they can

Bunscoil Ghaelgagh

Teaching Staff and Classroom Support

The Bunscoil Ghaelgagh has 4 teachers and 1.5 Educational Support Officers. The school is situated in St Johns and has an all island catchment area. It is open to all children of an appropriate age and a full range of subjects are taught to children from Early Years Foundation Stage (EYFS, children aged 4 by September of that year) to Year 6.

The school follows the Essentials for Learning Curriculum set out by the Department of Education, Sport and Culture and uses Manx for all these lessons. English is not taught until Year 3 and is taught for half a day a week through to Year 6. Literacy skills are transferrable. Manx is taught in an immersion setting. After their EYFS year, the children are taught in mixed age groups. Class sizes further up the school are then larger than the initial Reception year although the school may change the make-up of classes to suit learning needs.

Guidelines

- Bunscoill Ghaelgagh Primary School is open to all children of appropriate age living in the Isle of Man and operates an open-catchment policy.
- Parents should be aware at the initial stages of their enquiry to join school, that the rate of progress for the child is slower at first due to acquisition of a new language and that all assessments are carried out in Manx. They should also be aware that the children typically catch up during KS2. This is in line with other bilingual learning environments. Parents should enrol their child by no later than the academic year before the September that their child starts in the EYFS and fill in the initial enquiry form giving required details of the child. These forms are date-stamped on receipt of a fully completed initial enquiry form.
- Given the nature of the language provision, it is considered highly advisable that children first enter the school at the beginning of the EYFS. Initial entry into an older age group (Year 2 and above) is inadvisable unless the child already has reasonable competency and confidence in spoken Manx or related Gaelic language.
- It is highly recommended that any child wishing to attend the Bunscoill Ghaelgagh should attend a Manx speaking playgroup or similar, giving them a grounding in an immersion type setting before attending the school.

In addition to all of the above, there may be a number of other circumstances limiting the numbers involved in each new intake. These may vary from year to year but the following factors may need to be taken into consideration before a child is accepted onto the register:

- The availability of functional classroom space.
- The size and make-up of individual classes.
- The availability of suitably qualified, Manx-speaking staff.
- The nature of individual Additional Needs that may require additional Manx-speaking staff. In this instance we would request a copy of medical reports and/or assessments which have been made by relevant agencies (eg the Speech and Language Service, Education Psychology Team, Pre School Assessment Centre) or the medical profession before discussing potential provision for you. This will enable us to discuss what reasonable adjustments may be required for each individual and consider them on a case by case basis.

- The maximum number of children in each class (as opposed to year group) enabling suitable delivery of the whole curriculum.
- The maintenance of pupil numbers at a level favourable to the oral acquisition, transmission and practice of the Manx language.
- Decisions about the maximum number of children to be admitted for a particular year will normally be made during the spring term prior to the September the new entrant would join. The decision will be made jointly by the head teacher, staff, Mooinjer Veggey and Governing Body.
- Parents enquiring about school places will be informed of the current policy on maximum numbers.
- Parents / legal guardians of potential new entrants are firstly required to complete an Initial Enquiry Form with the purpose of confirming their interest in a place for their child.

Priority is given to

- Siblings already enrolled at the school
 - Children of current staff
 - Children from Manx speaking families
 - Children who have attended a Mooinjer Veggey nursery or have been brought up at home in a Manx speaking environment
 - Siblings of children who have left the school
 - Children of past pupils
- When the maximum number for each new intake is deemed complete for a particular year, then parents who still wish for their children to attend may request that the child's name be put on a waiting list on the understanding that there is no guarantee of a place becoming available.
 - Letters will be sent in January of the year the child is due to start school to ascertain whether interest remains and there is a time frame given to confirm continued interest. It will be assumed that any families not replying within that time frame are withdrawing their child and their place could be offered to a child on the waiting list.
 - In the event of a child withdrawing prior to initial school entry then that place may be immediately offered to the next child on the waiting list.
 - Unanticipated changes of circumstances such as staffing developments or building premises related issues could be grounds for revising the numbers of new entrants. Such circumstances should be dealt with as they arise and parents would be advised of any change in policy as soon as possible.
 - Once we have examined the entry forms to ensure interest remains, and as long as there is a place, we invite the new intake to an informal school afternoon to allow them to acclimatise to the surroundings and meet the staff members before the end of the school's current academic year.

- Enrolled pupils and their parents must adhere to the policies of the school and work with the school when issues arise to solve them together.

Acceptance

On acceptance to the Bunscoil, parents/legal guardians would be asked to complete the Data Profile Form which is processed by the school. A request to view the original birth certificates will be requested by the Head teacher or delegate to enable verification of identity, legal name and date of birth of prospective pupils.

Administration is managed by the school administrator.

Conclusion

At Bunscoil Ghaelgagh we aim to ensure a fair and transparent admission policy.

Reviewed by MV Chair and Headteacher BSG:
December 2019

Headteacher - signature:

J MATTHEWS

Date:



Mooijer Veggey Chairperson - signature:

P GAWNE

Date:



Next review due:

December 2020