Scoil Naomh Fiachra, Clontubrid, Freshford, Co. Kilkenny.
Roll No. 16865D. Registered Charity Number 20125356
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Application for Admission of New Pupils Year 2026-2027

The Department of Education and Skills has developed an electronic database of primary school pupils called the Primary Online Database (POD) which involves schools maintaining and returning data on pupils to the Department at individual pupil level on a live system. This information will be used to evaluate progress and outcomes of pupils at primary level, to validate school enrolment returns for grant payment and teacher allocation purposes, to follow up on pupils who do not make the transfer from primary to post primary level and for statistical reporting.

The database will hold data on all primary school pupils including their PPSN, First Name, Surname, Name as per Birth Certificate, Mother's Birth Surname, Address (including Eircode), Date of Birth, Gender, Nationality, whether the pupil is in receipt of an Exemption from Irish and if so the reason for same, and whether the pupil is in a Mainstream or Special Class. The database will record the class grouping and standard the pupil is enrolled in.

The database will also contain, **on an optional basis**, information on the pupil's religion, on their ethnic or cultural background and whether one of the pupil's mother tongues is English or Irish.

The data required for POD is marked with an **asterisk *** and will only be uploaded to POD **if your child is enrolled.** All other data we need for the efficient running of the school. **In order to assist with the gathering of data please complete the form in CAPITAL LETTERS and return to the school. This form will be retained by the school.**

*** Pupil First and Middle Names: _____ *Pupil Surname: _____**

*** Birth Cert First Name (if different from above)** *** Birth Cert Surname (if different from above)**

_____ _____

*** Pupil Address:** ***Eircode:**

_____ _____

*** Date of Birth: _____ *PPSN _____ * Gender Male [ ] Female [ ]**

*** Mother's Birth Surname _____ * County _____ *Nationality _____**

The following information is required for the efficient running of the school and will not be uploaded to POD

Date and Place of Baptism *(if applicable)*: _____
(Please attach copy of Baptismal Cert. If baptised outside Lisdowney Parish)

Irish version of child's name: _____

Previous Primary School or Playschool attended *(if applicable)*: _____

Previous Class (Primary School) _____

Mother's Name: _____ Telephone No. _____Home No. _____

Father's Name: _____ Telephone No: _____Home No. _____

Please nominate one mobile number for our Text-a-Parent Service: _____

E-mail:_____

Alternative Contact: Name: _____ Tel. No.: _____
(e.g. close relative or child minder)

Arrangements if child is ill in school: _____

Medical History: *List any health problems your child may have that might affect his/her work or behaviour in school e.g. allergies, epilepsy, asthma, sight or hearing difficulty, etc. (including any relevant reports assessments):*

_____

_____

_____

Medication: _____

Doctor Name & Phone Number: _____

Please make the school aware as early as possible of any family situation such as bereavement, or separation that could impact on your child, so that we can be as supportive as possible.

Please answer YES or NO to the following *(please circle as appropriate)*:

Does any legal order exist under Family Law that the school should know about: YES : NO

We have read a copy of the "Code of Behaviour" (available on school website): YES : NO

We will support & co-operate with the staff and Board of Management of the school: YES : NO

Signature Parent/Guardian 1: **Signature Parent/Guardian 2:**

_____ **_____ _____**

Date: ____/____/____

Consensual Pupil Information requested for Department of Education and Skills Primary Online Database

The Department has consulted with the Data Protection Commissioner in relation to the collection of individual pupil information for the Primary Online Database. Religion and ethnic and cultural background are special category data under the General Data Protection Regulation (GDPR). Mother tongue is personal category data requiring consent for collection. While these questions are optional, written consent is sought by the student's school to record this information and for the school to forward this information to the Department.

The information would be very useful to the Department for statistical and research purposes. Aggregated information on Ethnic/Cultural background will be used to track the progress of these groups, and to compare their progress with other groups, thereby identifying gaps in the system and assisting in the development and implementation of appropriate policies and interventions. Aggregated information on religion will be used for statistical purposes only. Mother tongue is collected to identify, monitor and evaluate the need for English as an additional language (EAL) support. Parents/guardians have the option to identify their children's religion, ethnic background or if mother tongue is English or Irish and to consent for this information to be transferred to the Department of Education and Skills. This page of the form will be retained by your primary school.

Special category data

***To which ethnic or cultural background group does your child belong (please tick one)?**
(Categories based on the Census of Population)

White Irish ☐	**Irish Traveller** ☐	**Roma** ☐	**Any other White Background** ☐
Black or Black Irish - African ☐		**Black or Black Irish - Any other Black Background** ☐	
Asian or Asian Irish – Chinese ☐		**Asian or Asian Irish - Any other Asian background** ☐	
Other (inc. mixed background) ☐		No consent ☐	

***What is your child's religion?**

Roman Catholic ☐	No Consent ☐	No Religion ☐
Muslim (Islamic) ☐	Church of Ireland (Anglican) ☐	Orthodox (Greek, Coptic, Russian) ☐
Christian Religion (not further defined) ☐	Apostolic or Pentecostal ☐	Other Religions ☐
Hindu ☐	Presbyterian ☐	Atheist ☐
Baptist ☐	Buddhist ☐	Protestant ☐
Jehovah's Witness ☐	Methodist, Wesleyan ☐	Lutheran ☐
Agnostic ☐	Evangelical ☐	Jewish ☐

Personal category data

***Is one of the pupil's mother tongues (i.e. language spoken at home) Irish or English?**

Yes ☐ **No** ☐ **No Consent** ☐

I consent for the special category data in the two questions and the personal category data question to be stored on the Primary Online Database (POD) and transferred to the Department of Education and Skills and any other primary schools my child may transfer to during the course of their time in primary school.

Signed: _____

Parent/Guardian

Date: _____

Please complete this form and return to your primary school. For further information on POD please go to the Department of Education and Skills' website www.education.ie

NB: Please ensure that a photocopy of the child's BIRTH CERTIFICATE and if applicable a photocopy of the BAPTISM CERTIFICATE (not necessary if baptised in Lisdowney) are returned along with this Application Form, on or before the 18th February 2026.

If any of the above information (e.g. contact telephone number, etc.) changes while your child is a pupil of the school, please inform the school so that we can update our records.

Data Protection: The information provided on this form is confidential and will be retained, used and disclosed by *Scoil Naomh Fiachra* in line with the school's Data Protection Policy, a copy of which is available at www.clontubrid.ie Please also see the school's Data Privacy Notice available in Appendix 3 of the school's Data Protection Policy. All pupil data will be stored in compliance with GDPR 2018.