



Scoil Náisiúnta An Dea Aoire
The Good Shepherd National School

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Admissions Policy for children to the Mild and General Learning Difficulties (MGLD) Class

INTRODUCTION

The Good Shepherd National School MGLD class caters for the needs of children with a mild general learning difficulty. Children seeking enrolment must have an up-to-date psychological assessment (within two years) stating that the child's IQ is within the mild range (i.e. IQ 50 -70), and also meet the conditions laid out in Circular 38/2010. As our class currently accommodates children from 3rd to 6th class, we recommend that all applicants have successfully completed up to a minimum of 1st class education in a mainstream setting.

To apply for a place in this class, a child's primary educational difficulty must be MGLD. This must be clearly stated in the child's psychological report. The class is not equipped to support children whose primary educational challenges are due to Emotional, Behavioural, and Social Difficulties (EBD/SEBD) or Autism (ASD).

APPLICATION PROCEDURE

NCSE:

To apply for our MGLD class, parents must first contact the National Council for Special Education (NCSE) and complete the Parent's Notification Form. This mandatory step, which must be completed in the Autumn of the year prior to proposed admission, is a prerequisite for our school's application process. Specific deadlines can be found on the NCSE website (www.ncse.ie). The school's application process can only begin after a child's eligibility for the class has been confirmed and approved by the Special Educational Needs Organiser (SENO).

GSNS:

Upon receiving the eligibility letter for admission to our MGLD class from the SENO, parents can begin the application process by completing the form found below. A copy of psychological reports, current school placement reports and any/all relevant evidence must be submitted with this completed application form.

On receipt of relevant documentation school personnel will contact parents and the existing school placement to gain a better understanding of the child's needs. Parents may be asked to make an appointment to see the *principal to discuss their child's needs and how best GSNS can meet them within available resources*. GSNS personnel will arrange to visit the child and observe them in their current educational setting.



Please note

- Parents are reminded that GSNS is a school with a Catholic ethos where we strive to develop a spiritual and good moral foundation.
- No child will be refused admission for reasons of ethnicity, language, gender, asylum seeker or refugee status or religious or political beliefs, family or social circumstances or being a member of the traveller community.
- While recognising the right of parents to enrol their child with a mild learning disability in GSNS, the Board of Management has a duty of care to the existing school community. This requires balanced judgements, which are guided by the principles of natural justice and acting in the best interest of all children. The BOM reserves the right not to admit a child unless it believes it can meet the needs of a child seeking enrolment.
- GSNS is a primary school, it is not resourced to meet an individual's medical needs. If GSNS cannot meet a child's medical needs safely, a child cannot be enrolled.
- The school prioritises the health and safety of its pupils and staff. Therefore, the Board of Management reserves the right to refuse enrolment to any child whose history of violent or out-of-control behaviours presents an unacceptable safety risk.

This class is specifically designed to support children with MGLD and is not resourced or an appropriate placement for children with EBD/SEBD.

- Prior to enrolment GSNS will seek a written report from the pupil's present school.

If the above criteria for MGLD class placement are met, the application then goes forward for discussion, ranking and selection at the annual MGLD Class Admissions Meeting. Members of the Admissions/Management Committee advise the Board of Management to allocate places available in the class based on the following agreed criteria:

- Age and readiness of the child
- The degree to which MGLD impacts on child's academic performance and social skills
- Suitability of class placement for the child at that time.

Please note** Referral does not secure a child's placement. There is a maximum limit of 11 places in our MLD class at any time, and each child referred is usually one of many to be considered. As children may be enrolled in the class for several years the number of places available annually can fluctuate.

SUCCESSFUL CANDIDATES

Notification of a successful application will be sent to parents as per the date specified set out annually in the Admission Notice on the school's website (www.goodshepherd.ie). Parents will also be invited to attend a Welcome Afternoon in the school in late Term 3 of the year



immediately prior to enrolment. The school handbook and any other relevant information will be given to parents during this meeting, to help parents assist their child's transition into the MGLD Class.

RIGHT TO APPEAL

The BOM of the Good Shepherd National School recognises and upholds a parent's right to appeal a refusal to enrol through the Appeal Procedures under Section 29 of the Education Act 1998. Upon receiving the BOM's decision parents/guardians will be informed by the BOM of the procedure and timeframe involved for an appeal.

The procedures under Section 29 cannot be invoked until all procedures at local level have been exhausted.

This Admissions Policy was ratified by the Board of Management on 16th October 2025. It will be reviewed in October 2026.

Signed: Brian Swan
Brian Swan
Chairperson

Signed: Órlaith Veale
Órlaith Veale
Principal



MGLD Application Form

Academic Year: _____

Completed forms to be returned to the school office (accompanied by a copy of the NCSE Eligibility form, Birth Certificate, and all relevant psychological and professional assessment reports)

SECTION A: PERSONAL INFORMATION

Child's First Name: _____

Gender: _____

Surname: _____

Date of Birth: _____

Home Address: _____

PPS. No: _____

Nationality: _____

Home Phone No: _____

Religion: _____

Mother's Name: _____

Work No: _____

Occupation: _____

Mobile: _____

Email address: _____

Father's Name: _____

Work No: _____

Occupation: _____

Mobile: _____

Email address: _____

Please give name and class of previous school:

Name: _____

Class: _____



SECTION B: SCHOOL INFORMATION

Number of children in family: _____

Position of child: _____

If you have other children attending this school, please state:

Name : _____ Class _____

SECTION C: LEARNING NEEDS

1. Briefly outline your child's special educational needs:

2. Which of the following agencies/services has your child attended?
Please mark **X** in the box.

Assessment of need	☐	Speech therapist	☐
Occupational therapist	☐	Psychologist	☐
Lucena Clinic	☐	Psychiatrist	☐
Other	☐		

Outline briefly the reasons for referral/attendance and if the treatment/therapy your child received

SECTION D: SCHOOL TRANSPORT

Will your child require school transport to/from school? Yes ☐ No ☐

Parents offered a place for their child will be asked to complete the necessary **NCSE** special class enrolment and transport forms.

I confirm that all details given above are correct.

Parent/Guardian

All information given will be treated confidentially