

**ST. MARY'S NATIONAL SCHOOL
BISHOPSCOURT, BALLYGUNNER, WATERFORD.**

**ROLL NUMBER: 17351A
PHONE NUMBER: 051-878388**

*ENROLMENT POLICY for SPECIAL CLASSES FOR PUPILS WITH
AUTISTIC SPECTRUM DISORDERS*

Admission Policy

This Policy is an addition to St. Mary's N.S. Enrolment Policy of May 2019. This policy will apply in conjunction with the procedures set out in the Enrolment Policy of May 2019 (see www.ballygunner.ie)

Admission Procedures and Criteria

Children will be accepted into the special classes for pupils with Autistic Spectrum Disorder as follows:

1. Children attending special classes will be of primary school age.
2. Each special class will cater for a maximum of six children with autistic spectrum disorders
3. The enrolment of children in special classes will be within the remit of the Board of Management
4. Parents/Guardians may register for admission on the official school registration form available on request.
5. Children and young people are eligible for enrolment in a special class for autistic children when the following is provided in support of such an application:

Professional report(s) outlining:

- Diagnosis of special educational needs (e.g. Autism: DSM IV/V or ICD 10/11 (psychologist, psychiatrist, multi-disciplinary report)
AND
- A demonstration of the understanding of complexity of the child's overall level of need/s evidenced in the professional reports
AND
- Given the severity or complexity of the child's support needs, a clear professional recommendation as to what educational placement type would be most appropriate to best meet the child's needs, along with the rationale for same
AND
- A letter from the NCSE confirming that the child is known to them and that the child has the required diagnosis and recommendation for a special class for (insert category of special educational need e.g. autism)

6. Pupils currently enrolled in mainstream and who meet No. 5 criteria will get priority.

7. The Board of Management will make the final decision and inform the child's parents/guardians.

8. The child's continuing enrolment will be reviewed annually in the light of their progress and adaptation to the school.

Board of Management 6th October 2025