

BLACKROCK COLLEGE

ENROLMENT POLICY DOCUMENT

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CO DUBLIN

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Blackrock College is a Roman Catholic school owned by the Holy Ghost Congregation under the patronage of the Des Places Educational Association.

We aim to support Parents in their responsibility for the spiritual, religious, moral, academic and physical needs of their children.

The rules and policies of the College aim at creating a community environment in which each student can develop his full human and spiritual potential. They are intended to ensure a high standard of behaviour in the community and to encourage courtesy and consideration in the conduct of all.

Blackrock College pupils' conduct should always be governed by consideration for others.

Education flourishes in an environment where good relationships are encouraged, where people feel valued and respected and where there is a genuine tolerance, fairness and support for all.

Against a background of the educational philosophy of the congregation of the Holy Spirit in Ireland Blackrock College aims to provide an environment in which:

- ◆ Faith is nurtured.
- ◆ Pupils can develop their full potential.
- ◆ Personal responsibility is promoted.
- ◆ Pupils are prepared for an appropriate career.
- ◆ Pupils are made aware of their cultural heritage.
- ◆ Parental collaboration is promoted and encouraged.

<p>Each Pupil is entitled to an education free from fear and intimidation. Bullying is not tolerated in Blackrock College.</p>

Blackrock College is a recognised Voluntary Secondary School, providing Junior Certificate, Transition Year, Leaving Certificate and Leaving Certificate Vocational Programmes as prescribed by the D.E.S. which may be amended in accordance with Sections 9 and 30 of the Education Act (1998). Blackrock is a mixed ability school for boys. The total enrolment at Blackrock is 954 pupils including 98 boarders.

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In Blackrock, there are ninety staff members, lay and cleric, directly involved in the educational provision, including Teachers, Counsellors, Chaplains, Career Guidance, Special Needs and Management. Fifty-six staff members are Government-funded.

An ancillary staff, involved in the administration, maintenance, catering, domestic and grounds of the College, numbers a further thirty-five.

Applications for Blackrock should be made in writing to The Registrar.

By return, an application form will be sent to the applicant. The application form will request personal details including (i) name/address of boy and parents/guardians, (ii) date of birth, (iii) contact telephone numbers/e-mail address, (iv) details of any medical/psychological condition, (v) religion, (vi) previous schools attended.

A copy of a recent report and reference will be requested **along with any other relevant information. Places are typically awarded 12 to 18 months in advance of commencement. Applications received subsequently to the allocation of places are on a waiting list status only.**

Blackrock College, within the context and parameters of D.E.S. regulations and programmes, the rights of the Patron, as set out in the Education Act and the funding and resources available, supports the principles of inclusiveness particularly with reference to the enrolment of children with a disability or other special educational needs.

It is expected that parents wishing to enrol their sons will support the College ethos as espoused by the Mission Statement.

Blackrock College is a Catholic school. Priority is given to boys of the College Faith. The College considers the applications of those from other faiths when they are willing to support the ethos of the College.

We strive to engage with the family, not just the boy, as per the Mission Statement.

ORDER OF PRIORITY IN ADMISSION

1. Pupils of Willow Park Preparatory School
2. Brothers of existing pupils
3. Sons of Teachers and nephews/grand-nephews of the The Holy Ghost Community
4. Sons of past pupils
5. Grandsons, nephews of past-pupils
6. The College reserves the right to allocate a limited number of places (not to exceed twelve in any one year) to applicants on grounds of compassion, or special circumstances. The decision to award any such place will be based on an objective assessment of the particular pupil and his circumstances, including an interview of the pupil and his parents/guardians.
7. Allocation of further places will be based on date of application, with priority given to those who applied earlier.

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There is specific provision for Boarders with up to 16 places reserved in 1st Year. In 1st Year there are 8 mixed ability classes of 24 pupils. Closing date for applications to 1st Year is March 31st in the calendar year previous to year of commencement

Prior to decisions on enrolment, applicants for 1st Year, other than the pupils of Willow Park Preparatory School, are invited to a prefatory meeting in the College. All successful applicants are assessed in the autumn prior to the year of enrolment.

The purpose of the assessment is to assist the school in establishing the educational and training needs of the child. Following receipt of the report of the assessment, the College will determine how the school could meet the needs indicated by the assessment.

APPLICANTS WITH SPECIAL NEEDS

If further resources are required, we, prior to enrolment, request the D.E.S. to provide the resources to meet the needs of the child as outlined in the report. These resources may include, for example, access to or provision of a combination of the following: - visiting teacher services, resource teacher for special needs, special needs assistant, specialised equipment or furniture, transport services or other. The College will meet with the parents to discuss the child's needs and the school's suitability or capability in meeting those needs. It may be necessary to defer enrolment until the provision of the appropriate resources by the D.E.S.

As the D.E.S. does not provide Blackrock College with an ex-quota Special Needs Teacher, we can only cater in any given year for a certain number of pupils with learning support requirements.

WILLOW PARK SECONDARY

The first year of Secondary School is situated in the Willow Park area of the campus. This facilitates an unique inductive process allowing the pupils to adjust to their new subjects, range of teachers and the challenges of secondary education in a self-contained milieu before transferring to the College for second year.

Willow Park First Year has its own dedicated administrative structure, specialist secondary teachers, counsellors, chaplain and games staff providing the necessary attention, care and concern for the boys.

PUPILS TRANSFERRING to other years may do so subject to availability of a place and D.E.S. approval. Such applications should be made in writing to the Registrar. Information concerning previous attendance and the pupil's educational progress to date and the reasons for the proposed transfer will be required in accordance with the Education Welfare Act. The School reserves the right to refuse admission to pupils seeking to transfer from other schools.

The criteria for enrolment are above under 'Order of Priority in Admission, Nos. 2 through 6.

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Personnel

BLACKROCK COLLEGE		WILLOW PARK SCHOOL	
<i>Principal</i>	: Mr A MacGinty	<i>Principal</i>	: Mr D Brennan
<i>Deputy Principal</i>	: Mr B Herlihy	<i>Deputy Principal</i>	: Mr B O'Murchu
DEANS		<i>Dean Of 1st Year</i>	: Mr T Brady
6 th Year.....	Mr F O'Brien		
5 th Year.....	Mr T Ryan		
4 th Year.....	Ms C Nulty		
3 rd Year.....	Mr S Dunne		
2 nd Year	Mr F Hurl		
<i>Director of Boarding : Mr T O'Brien</i>			

The School Day

In First Year: classes commence at 8.55 am and finish at 3.00 pm (Monday-Friday).

In other years, classes commence at 8.50 am and finish at 3.40 pm (Monday, Tuesday, Thursday, Friday). Wednesday class finishes at 12.50 pm.

CONDUCT

There are three fundamental school rules:

- (1) Be Caring
- (2) Be There (present at whatever activity is scheduled – on time)
- (3) Be Truthful

GENERAL REGULATIONS

- Good conduct is expected at all times not only in school but also in the surrounding area.
- A boy's conduct should always be courteous and governed by consideration for others.
- A pupil, or a pupil party to a group, who brings the College Community into disrepute whilst under the jurisdiction of the College, is subject to sanction. Sanctions such as detention or suspension will be imposed for serious offences – proportionate to the offence committed.
- Further, the College authorities reserve the right to resign the charge of a pupil for persistent idleness, violation of college rules or for any other reason judged by them to be in the interest of the common good.

**Each pupil is entitled to an education free from fear and intimidation.
Bullying is not tolerated in this school.**

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SPECIFIC REGULATIONS

- Possession of alcohol or illegal substances is prohibited while engaged in any school or school related activity. Failure to observe this regulation may lead to the College resigning the charge of a pupil.
- Smoking is seriously injurious to health and is forbidden within the College buildings and precincts. **Breach of this regulation will incur external suspension.**
- Chewing gum is forbidden within the College.
- Mobile phones, Walkmans, Discmans or such like are prohibited in classrooms, study halls and during formal school activities. Any misuse of these appliances will result in their confiscation until the end of term.
- Absence from class without permission or the display of an uncaring attitude towards any member of the school community, or towards its property is unacceptable. **Breach of this regulation will incur suspension.**

ABSENCE FROM SCHOOL

In the event of absence from school, a pupil is required, on the day of his return, to bring an explanatory letter from home signed by parent or guardian.

TRANSPORT

Pupils may not bring motor cycles or cars into or through the College grounds at any time. In the interest of safety to cyclists and pedestrians, access to the Cross Avenue exit by motorists cannot be permitted between 8.00 am and 9.05 am. Cyclists are strongly recommended to wear cycling helmets – at night, a light and reflectors should be used.

ASSESSMENT

1ST YEAR

1. **Fortnightly Application Cards** give an individual teacher's assessment of the EFFORT made by a pupil during that week. The mark given is an indication of the quality of the class work, homework and co-operation of pupil.
2. **Progress Cards** are marked every four/five weeks. The marks based on class tests/assessments indicate the STANDARD attained by a pupil in the subject matter covered in class in the preceding weeks.
3. **There are full-scale examinations at the end of the Christmas and Summer Terms.** Reports are sent to parents giving examination results and comments by Deans.

2ND - 6TH YEAR

There are four modes of assessment in use in the College:

1. **Weekly Application Cards** give an individual teacher's assessment of the EFFORT made by a pupil during that week. The mark given is an indication of the quality of the class work, homework and co-operation of the pupil.
2. **Progress Cards** are marked every four/five weeks. The marks based on class tests/assessments indicate the STANDARD attained by a pupil in the subject matter covered in class in the preceding weeks.
3. **There are full-scale examinations at the end of the Christmas and Easter terms.** Marked scripts are returned to pupils. Reports are sent to parents giving examination results and comments by Deans on a pupil's punctuality, conduct, attitude and involvement in extra-curricular activities. In all years, class allocation may be adjusted based on these results.
4. **Formal tests** take place at the end of the 3rd Term to monitor progress since Easter.
5. A Summer report will follow.

Parents are afforded the opportunity of discussing all aspects of their son's education in the College with class teachers at Parent-Teacher meetings during the course of the year or with Deans at any time by appointment.

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We attach a great deal of importance to Weekly Report Cards. Cards are returned to boys every Monday. Please make sure you see them that evening and have them signed and returned if requested. They will be issued commencing the week beginning September 12th.

SCHOOL PLANNER AND DIARY

Each pupil is required to have and to use the official **School Planner and Diary** on a daily basis. This should contain a record of both the Oral and Written assignments given by the teacher in class during the course of the day. Parents are asked to check the **School Planner and Diary** regularly.

NIGHT STUDY

Pupils availing of this facility must be involved in extra-curricular activities after school on a regular basis. Non-participation, indiscipline or irregular attendance will result in loss of place without refund.

EXTRA CURRICULAR ACTIVITIES

Your son should be involved in some extra curricular activity - music, debates, sport etc. There is concern when a boy's involvement is limited to attendance in class.

DRESS AND DEPORTMENT

1. A high standard of dress and deportment must be maintained. Deans are the judges of acceptable standards of dress and deportment.
2. Boys coming to school improperly dressed may not be permitted to attend class or school activities.
3. Hair should be neat and tidy. A boy wearing excessively long or excessively short hair or hair which has been bleached or dyed will be considered improperly dressed for class or activities associated with the school.
4. The wearing of jewellery, other than watches, whilst in school or involved in school activities is not permitted.
5. Except for games and PE, runners are not permitted during school hours unless excused by parents on medical grounds.

Parents have an important role to play in the maintenance of good standards of conduct and deportment. We ask for full co-operation in this matter.

LOSS OR DAMAGE OF PUPILS' PROPERTY

We strongly recommend that all pupils should have their clothes and other property clearly marked to facilitate identification. Pupils must be held responsible for the care and security of their own property. The School authorities do not accept responsibility for loss or damage of pupils' property – bicycles, radios, Walkmans, cameras, sports equipment, clothes etc. Parents are advised that these items can be readily insured under the normal household policy.

HEALTH

The school authorities should be given information of any medication, which a pupil must take on a regular basis. We strongly recommend that parents have appropriate medical cover in the event of injury or accident.

COMMUNICATION

Blackrock College recognises and facilitates the parental/guardian role in the education of their sons.

- ♦ The Parents Association, with its unique year committee structures, provides a vehicle for pro-active, participative involvement in the educational provision.
- ♦ The application and progress cards, homework journal, end of term reports and newsletters inform on the pupils classroom performance, extra-curricular involvement and opportunities available.
- ♦ The family liturgies are occasions for community prayer and endorsement of the College ethos.
- ♦ The Deans and Counsellors are available by appointment throughout the year for personal consultation.
- ♦ Evening Seminars, Parent Retreats, Sports and Social Functions bring parents together, thus including them as valued members of the Blackrock College Community.