

# St Mary's National School, Coolfancy



*Carpe Diem*

Roll No: 18118W  
Phone No: 0402 34866  
Email: coolfancynationalschool@gmail.com  
Website: coolfancyns.ie



<b>SURNAME:</b> _____	<b>NO. OF CHILDREN IN FAMILY:</b> _____
<b>FIRST NAME:</b> _____	<b>NAMES OF SIBLINGS ATTENDING N.S.</b> _____
<b>PPSN:</b> _____	_____
<b>FULL ADDRESS:</b> _____	_____
_____	<b>PHONE NUMBERS:</b> <b>HOME</b> _____
_____	<b>WORK (M)</b> _____
_____	<b>WORK (F)</b> _____
<b>DATE OF BIRTH:</b> _____	<b>MOBILE (M)</b> _____
<b>MALE/FEMALE:</b> _____	<b>MOBILE (F)</b> _____
<b>ENROLMENT CLASS:</b> _____	<b>PREFERRED MOBILE NO FOR TEXT-A-PARENT</b> <b>MOBILE</b> _____
_____	<b>EMERGENCY NO:</b> _____
_____	<b>(RELATIONSHIP TO CHILD)</b>
_____	<b>EMAIL ADDRESS:</b> _____
_____	_____
<b>DATE CHILD WILL ATTEND:</b> _____	<b>FAMILY G.P.:</b> _____
<b>MOTHER/GUARDIAN:</b> _____	<b>G.P.'S ADDRESS:</b> _____
<b>MOTHER'S OCCUPATION:</b> _____	<b>G.P.'S CONTACT NO:</b> _____
<b>MOTHER'S PPSN:</b> _____	<b>G.P.'S MOBILE:</b> _____
<b>FATHER/GUARDIAN:</b> _____	<b>MEDICAL HISTORY/CONDITIONS (If any)</b> _____
<b>FATHER'S OCCUPATION:</b> _____	<b>Incl. allergies</b> _____
<b>FATHER'S PPSN:</b> _____	_____
<b>MOTHER'S/FATHER'S ADDRESS: (If different from above)</b> _____	<b>PLEASE SUPPLY DETAILS OF ANY CHILD-CARE SETTING OR PRE-</b>
_____	<b>PRIMARY EDUCATION</b> _____
_____	_____
_____	<b>ANY PREVIOUS SCHOOL ATTENDED:</b> _____

Please supply the school with any reports (educational/psychological) of any assessments which your child has undergone.

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DO YOU GIVE PERMISSION FOR SCHOOL STAFF MEMBER TO TAKE YOUR CHILD STRAIGHT TO HOSPITAL IN CASE OF SERIOUS ILLNESS OR ACCIDENT?

	YES	NO
	<input type="checkbox"/>	<input type="checkbox"/>

DOES ANY LEGAL ORDER UNDER FAMILY LAW EXIST THAT THE SCHOOL SHOULD KNOW ABOUT?  
(IF YES PLEASE SEE THE PRINCIPAL IN PERSON)

	<input type="checkbox"/>	<input type="checkbox"/>
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I/WE ARE ATTACHING A COPY OF THE PUPIL'S BIRTH CERTIFICATE AS REQUESTED

	<input type="checkbox"/>	<input type="checkbox"/>
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WE HAVE READ AND AGREED TO SUPPORT THE CODE OF BEHAVIOUR AND THE ACCEPTABLE USE OF INTERNET POLICY OF COOLFANCY NATIONAL SCHOOL.  
MY CHILD WILL WEAR THE SCHOOL UNIFORM AND ON P.E. DAYS WILL WEAR THE SCHOOL STANDARD TRACKSUIT BOTTOMS.

	YES	NO
	<input type="checkbox"/>	<input type="checkbox"/>

**PHOTOGRAPHS OF STUDENTS:**

THE SCHOOL MAINTAINS A DATABASE OF PHOTOGRAPHS OF SCHOOL EVENTS HELD OVER YEARS. THESE PHOTOGRAPHS MAY BE PUBLISHED ON OUR SCHOOL WEBSITE OR IN LOCAL NEWSPAPERS. IN THE CASE OF WEBSITE PHOTOGRAPHS, STUDENT NAMES WILL NOT APPEAR ON THE WEBSITE CAPTION TO THE PICTURE. IF YOU WISH TO HAVE YOUR CHILD'S PHOTOGRAPH REMOVED FROM THE SCHOOL WEBSITE AT ANY TIME, YOU SHOULD WRITE TO THE SCHOOL PRINCIPAL.

**STAY SAFE PROGRAMME/RSE**

I UNDERSTAND THAT PARTICIPATION IN THE STAY SAFE PROGRAMME IS COMPULSORY AND ACCEPT MY CHILD'S PARTICIPATION IN THE STAY SAFE/RSE PROGRAMME. THESE POLICIES CAN BE FOUND ON OUR SCHOOL WEBSITE.

I CONSENT TO THE STORING OF THE SENSITIVE PERSONAL DATA IN THIS FORM ON THE PRIMARY ONLINE DATABASE AND TRANSFERRED TO THE DEPT. OF EDUCATION AND SKILLS AND ANY OTHER PRIMARY SCHOOLS MY CHILD MAY TRANSFER TO.

Signed: \_\_\_\_\_ Mother/Guardian      Signed: \_\_\_\_\_ Father/Guardian

Date: \_\_\_\_\_      Date: \_\_\_\_\_

WE STRONGLY ENCOURAGE YOU TO READ THE SCHOOL'S ENROLMENT POLICY WHICH IS AVAILABLE AT [www.coolfancyns.ie](http://www.coolfancyns.ie)

# Coolfancy National School



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## DATA PROTECTION STATEMENT

### Privacy Notice to students (and their parents/guardians)

By enrolling in and attending Coolfancy National School, you acknowledge that your personal data (including special category personal data) shall be processed by Coolfancy National School.

This Privacy Notice gives you some helpful information about who we are, what personal data we collect about you, why, who we share it with and why, how long we keep it, and your rights.

If you need more information, please see our Data Protection Policy available at [www.coolfancyns.ie](http://www.coolfancyns.ie)

#### 1. Who we are:

We are St Mary's National School, Coolfancy.

Our address and contact details are Coolfancy, Tinahely, Co. Wicklow, Ph. 040234866, email; [coolfancynationalschool@gmail.com](mailto:coolfancynationalschool@gmail.com)

We provide primary education

For further information please see our Data Protection Policy available at [www.coolfancyns.ie](http://www.coolfancyns.ie)

#### 2. The information we collect about you:

When you are a student in St. Mary's National School, Coolfancy, we collect and use your personal data.

The personal data we collect can include information about your identity and contact details; images/photo (including CCTV); family details; admission/enrolment details; previous schools; academic progress; PPS number; special educational needs; nationality; language; religion; medical data; information about behaviour and attendance; information about health, safety and welfare; and other relevant personal data.

On enrolment, we collect the name, address, contact details and other information about your parents/guardians. Your parent/guardian is consulted and asked to give consent for certain things like taking your photograph, going on school trips etc.

For further information on the data we collect please see our Data Protection Policy available at [www.coolfancyns.ie](http://www.coolfancyns.ie)

#### 3. How we use your information and the legal basis:

We use your personal data for purposes including:

*your application for enrolment;*

*to provide you with appropriate education and support;*

*to monitor your academic progress;*

*to care for your health and well-being;*

*to care for our staff and students;*

*to coordinate, evaluate, fund and organise educational programmes;*

*to comply with our legal obligations as an education body;*

*to comply with our monitoring and reporting obligations to Government bodies,*

*to process appeals, resolve disputes, and defend litigation etc.*

#### 4. Who we share your information with

We share your personal data with third parties, including other Government bodies.

This includes the Department of Education and Skills, NCSE, TUSLA, An Garda Síochána, HSE, the Department of Social Protection, etc.

The level of sharing and the nature of what is shared depend on various factors. The Government bodies to which we transfer your personal data will use your personal data for their own purposes (including: to verify other information they already hold about you, etc.) and they may aggregate it with other information they already hold about you and your family. We also share your personal data with other third parties including our insurance company and other service providers (including IT providers, security providers, legal advisors etc.). We are legally required to provide certain records relating to the progress of a student

(under 18 years) in his/her education to the student's parents/guardians, including results of examinations. For further information on who we share your information with please see our Data Protection Policy available at [www.coolfancyns.ie](http://www.coolfancyns.ie)

**5. We do not transfer your personal data to a third country or international organisation.**

**6. We do not engage in automated decision making/profiling.**

**7. How long we hold your data**

Some personal data is only kept for a short period (e.g. We will destroy at the end of an academic year because it is no longer needed). Some data we retain for a longer period (e.g. retained after you leave or otherwise finish your studies with Coolfancy National School. For further information on the retention periods, please see our Data Protection Policy available at [www.coolfancyns.ie](http://www.coolfancyns.ie)

**8. You have the following statutory rights that can be exercised at any time:**

- (a) Right to complain to supervisory authority.
- (b) Right of access.
- (c) Right to rectification.
- (d) Right to be forgotten.
- (e) Right to restrict processing.
- (f) Right to data portability.
- (g) Right to object and automated decision making/profiling.

For further information, please see our Data Protection Policy available at [www.coolfancyns.ie](http://www.coolfancyns.ie).

**9. Contact:**

If you would like to discuss anything in this privacy notice, please contact Mr. PJ Nolan at [coolfancynationalschool@gmail.com](mailto:coolfancynationalschool@gmail.com) in this school.