

 <p><b>MERCY</b> SECONDARY SCHOOL WATERFORD</p>	<h2>APPLICATION FORM FOR ENTRY INTO FIRST YEAR 2025/2026</h2>	<p>Our Lady of Mercy Secondary School, Ozanam Street, Waterford. Tel: 051-373476 Email: <a href="mailto:office@mercywaterford.com">office@mercywaterford.com</a> Website: <a href="http://www.mercywaterford.com">www.mercywaterford.com</a></p>
<p><i>Completion of this application does not guarantee admission. The information requested on this form is required. The legal basis for the questions contained in this form is specified in our Admissions Policy. All of the information that you can provide on this application will be treated confidentially and in line with the school's Data Protection Policy available on <a href="http://www.mercywaterford.com">www.mercywaterford.com</a></i></p> <p style="text-align: center;"><b>Thank you for taking the time to apply to Our Lady of Mercy Secondary School.</b></p>		<p><b><u>Please note that all application forms must be submitted, no later than <span style="background-color: red; color: black;">Wednesday 23rd October, 2024 by 4.00pm</span></u></b></p> <p><i>*Any applications received after this date will be deemed as late applications</i></p>

**\*\*\*Please complete this form in BLOCK CAPITALS\*\*\***

**Student's Personal Details: (\*indicates an item required by the Department of Education & Skills for their records.**

*First Name:	*Middle Name:	*Surname	Known As:
*Address & Eircode for all correspondence.			
*PPSN Number:	*Date of Birth:	Place of Birth:	
Student's name as it appears on birth certificate:			

**School that the student is currently attending:**

School Name & Address: _____	
Tel. No.: _____ Roll No.: _____	
<i>You should be able to find this information on your daughter's School Journal or ask the school to tell you.</i>	
For entry into 1 <sup>st</sup> Year, I confirm that this applicant is currently in 6 <sup>th</sup> class in Primary School and will complete 6 <sup>th</sup> class in June 2025    YES ( )                      NO ( )	

**Parent/Guardian Details:**

**\*\*\*PLEASE ENSURE THAT YOU PROVIDE A WORKING EMAIL ADDRESS AND MOBILE PHONE NUMBER AS MOST COMMUNICATION WILL BE BY EMAIL OR TEXT. \*\*\***

Surname: _____	Surname: _____
First Name: _____	First Name: _____
Relationship to Student: _____	Relationship to Student: _____
Tel. (home): _____	Tel. (home): _____
Mobile Number: _____	Mobile Number: _____
Email address: _____	Email address: _____
Postal Address: _____ _____	Postal Address: _____ _____
Postcode: _____	Postcode: _____

<b>PRIOR LINKS WITH OUR LADY OF MERCY SECONDARY SCHOOL (If any)</b>	<b>NAMES:</b>	<b>YEARS ATTENDED:</b>
Has the applicant any sister(s)/step sister(s) currently in Our Lady of Mercy Secondary School?		
Has the applicant any sister(s)/stepsister(s) a past-pupil?		
Is the applicant's Mother a past-pupil of Our Lady of Mercy Secondary School?		

**PLEASE READ:**

**CODE OF BEHAVIOUR:** (available to download at link below, please download and read it)  
[file:///C:/Users/nicola/Downloads/Students-Code-of-Behaviour-October-2020-%20\(1\).pdf](file:///C:/Users/nicola/Downloads/Students-Code-of-Behaviour-October-2020-%20(1).pdf)

If your application to enrol your daughter in our school is successful, we will seek additional information from you e.g.: medical issues, educational needs, Irish exemption etc. We will also need you to complete various consent forms e.g.: internet acceptable use policy, RSE policy etc.

In accordance with the Department of Education and Skills Guidelines, I give permission for Our Lady of Mercy Secondary School to share information on this form with the DES and for both the school and the DES to retain personal information about my child for the purposes outlined in DES Circular 0047/2010 (a copy of which is available at [www.education.ie](http://www.education.ie) or from the school office). I understand that the principals of the local secondary schools may share enrolment lists of incoming first years.

**Please tick the box to indicate your permission.**

*Any personal data provided on this form will be used to (i) identify a student & communicate with the parents/guardians (ii) process an application in line with the school's admissions criteria (iii) confirm the offer of a place where an application is successful. The information will be retained for an appropriate period thereafter to address any potential queries arising from the application process (or added to the student's school file in the case of successful applicants).*

I/We confirm that all of the information supplied is complete and correct.

**Signature(s) of Parent(s) or Guardian(s) :** \_\_\_\_\_

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