

**St. Paul's S.N.S. Whole School Plan**



**Enrolment Policy  
Emotional and Behavioural  
Disturbance Class (EBD)**



## Enrolment Policy for Emotional and Behavioural Disturbance Class (EBD)

The Board of Management of St. Paul's S.N.S. has set out this policy in accordance with the provisions of the Education Act of 1998, the Education Welfare Act 2000, the Equal Status Act 2000 and the Disabilities Act 2002. The Board trusts that by so doing, parents will be assisted in relation to enrolment, and that furthermore, the chairperson of the Board, Fr. John Conlon, and the principal Teacher will assist as necessary.

### General Information:

**Name of School:** St. Paul's S.N.S.  
**Address:** Marley's Lane, Drogheda, Co. Louth  
**Telephone:** 041-9833681  
**Fax:** 041-9833681  
**E-mail:** [office@stpaulssns.com](mailto:office@stpaulssns.com)

Fr. John Conlon is Chairperson of the Board of Management and is willing to clarify the position pertaining to the Enrolment of the EBD class should this be necessary.

The EBD class is funded and resourced by the Department of Education and Skills. This school policy has regard to the funding, resources, services and space available. The NCSE categorises the special educational needs category relating to children with emotional and or behavioural problems.

### Enrolment Procedure

Registration process begins with a referral from the NEPS Psychologist, a telephone call or a visit from the parents or carers. Applications, incorporating date of application, date of birth, address and telephone number are entered in the Applications File. Applications will only be processed on the basis of a diagnostic or psychological report and a recommendation for placement in an EBD class. Once this process has been completed the applicant secures a place on the list of applicants to enrol.

## Enrolment Policy for Emotional and Behavioural Disturbance Class (EBD) *continued...*

### Enrolment criteria

If the number of children on the list of applicants to enrol exceeds the number of places available, the following criteria will apply in priority order, beginning with number one, once a primary diagnosis of EBD has been provided by a qualified professional and a recommendation on the child's report advising placement in an EBD class.

1. Existing pupils within the school
2. Pupils with the Junior School - St. John's school
3. Brothers and sisters of past pupils of St. Paul's SNS.
4. Applications in order of the date enrolment forms were completed during the school year.

The first year will be used to:

- Integrate the child gradually into the class i.e: each child will need to start on reduced hours and progress to full day.
- Assess the child's educational needs.
- Develop an SSP to address identified needs.
- Develop a Behavioural Plan appropriate to the child's needs.
- Assist the child to take part in all aspects of school life in our school and access the curriculum in as far as this is possible in each individual case.

Taking into account the Department regulations and programmes, the rights of the Patron as set out in the Education Act, and the funding available, the school supports the principles of:

- Inclusiveness, particularly with reference to the enrolment of children with a disability or other special education need
- Equality of access and participation in the school
- Parental choice in relation to enrolment
- Respect for the diversity of values, beliefs
- Traditions, languages and ways of life in society

## Enrolment Policy for Emotional and Behavioural Disturbance Class (EBD)

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The Board of Management will not refuse a child on the basis of ethnicity, disability, traveller status, refugee, status, political beliefs or family or social circumstances, provided they fulfil the enrolment criteria. Fulfilling the enrolment criteria does not necessarily ensure enrolment if;

- Sufficient classroom space is not available
- The Admissions Team decide that the school is unable to adequately meet the needs of the child

Taking all of the above into account, and based on the advice of the enrolment teams for the EBD, the Board of Management reserves the right of admission.

## Aims and Objectives

- To provide a quality driven, appropriate educational service to all children in the class, within the requirements of all recent legislation pertaining to Special Needs Education
- To strive towards the integration of children in the class into mainstream education, having regard for levels of disability, available resources and suitability for such integration
- To enhance the educational and social skills of the children in the class and to work on raising the levels of literacy and numeracy of each child.

## Discharge Policy

Once a child has secured a place in the EBD Class, it is considered best practice not to put a time limit on the term of the class as the issues involved vary from situation to situation and it is only when improvements are evident and in consultation with the parents/guardians and NEPS the child may be discharged if it is agreed that this is in the best interest of the child at the time. The final decision remains with the school who will take all aspects of the situation into account, and also consider the advice from all the other professional and agencies involved.

## Evaluation

The Board of Management will monitor the implementation of all aspects of this policy. The policy will be amended and updated as required.

Ratified by Board of Management:

Date: 17/10/22

Signed by Chairperson:

John Conlon  
Fr. John Conlon

Signed by Principal:

Aine Carthy  
Aine Carthy