**Common Application Post Primary Schools Education Association(CAPPS)**

**CAPPS Common Application Form**

September 2021

Dear Parents/Guardians,

Your child has received today the CAPPS Common Application Form which arrived in school from the CAPPS Education Association. CAPPS is an association of schools in Dublin North East. This form must be completed and returned to your child’s class teacher as soon as possible and no later than Friday 1st of October 2021.

The purpose of the CAPPS Education Association is to facilitate the transfer of pupils from primary school to post-primary school within the local area via this common application form. This means that ideally parents should not have to go from school to school applying for places and that the schools are not expecting or giving places to pupils who have secured places elsewhere.

The common application form should be read carefully as there has been an assumption that an application guarantees a place at the school of choice for all students. This is not the case.

All schools have, by law, an enrolment policy which usually contains the criteria, in order of priority depending on the school’s enrolment policy:

1. A designated ‘catchment area – usually a parish boundary or named streets/area in some cases – where children of a specific religion are prioritised.
2. Places for siblings of children already in the school.
3. Names schools.
4. Children from schools who are members of CAPPS
5. Other criteria may be specified

While every effort is made to accommodate the children who applied for an individual school, it can happen that occasionally schools are so oversubscribed and cannot take everyone who has applied. This is where the individual enrolment policy is so important and schools must follow this policy. Please check each school for their individual policy.

In the event of a letter of rejection from a particular school of choice, it is imperative that parents apply to their next choice of school immediately i.e the day the letter of rejection arrives. Post primary schools should contact you by Friday, 19th of November 2021.

For your convenience, I have included all schools in CAPPS with their telephone numbers below:

|  |  |
| --- | --- |
| ***School*** | ***Phone Number*** |
| The Donahies Community School, Streamville Road, Dublin 13 | 01-8473522 |
| Manor House Secondary School, Raheny, Dublin 5 | 01-8316782 |
| Grange Community College, Dublin 13 | 01-8471422 |
| Portmarnock Community School, Co. Dublin | 01-8038056 |
| St Mary’s Secondary School, Baldoyle, Dublin 13 | 01-8325591 |
| Ard Scoil La Salle, Raheny, Dublin 5 | 01-8480055 |
| Santa Sabine Dominican College, Sutton, Dublin 13 | 01-8322200 |
| Pobalscoil Neasain, Baldoyle, Dublin 13 | 01-8063092 |
| Gaelcholáiste Reachrainn, Dublin 13 | 01-8770935 |
| St Fintan’s High School, Sutton, Dublin 13 | 01-8324632 |
| St Paul’s College, Raheny, Dublin 5 | 01-8314011 |
| St Mary’s Holy Faith, Killester Dublin 5 | 01-8319303 |

The assessment morning for 6th class pupils attending CAPPS Secondary Schools will be on Saturday, 28th of January 2022.

Kind regards

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CAPPS Secretary