



Scoil Mhuire na nGael  
Bay Estate  
Dundalk

## Request for Transfer Form for the Academic Year 2025-2026

Please complete this form and return it along with your child's birth certificate, your current proof of address and your child's most recent school report.

A receipt will be issued by the school once a completed transfer request form is received.

Completion of this form does NOT guarantee your child a place in our school

It is the responsibility of the parents to inform the school of any future changes to the details submitted below.

### (Child's Name as on Birth Certificate)

First Name:

Surname:

Gender:

Male:

Female:

DOB:

PPS No. :

Home Address:  
Including  
Eircode

Mother's Name:

Mother's Telephone Number:

Home/Work Number:

Father's Name:

Father's Telephone Number:

Home/Work Number:

Email Address:

It is important that you provide an e-mail address that is accessed regularly as we send our school communications by e-mail. If both parents wish to receive email correspondence please supply both email addresses.

### Present School Details:

School Name:

Present Class:

Class Transferring into:

Requested Commencement Date:

Should my/our child be offered a place, I/We hereby give permission for:

- My/our child to partake in any school outings outside the school grounds. Details of all outings will be forwarded to parents at least 24 hours in advance.
- Photographs to be taken of my son/daughter for in-school displays, for publication on the school website and for use in school art activities.
- Photographs of my son/daughter to be taken for publication in local and national newspapers/magazines.
- Distribution of photographs to other parents for recreational use only. (These photographs may not be posted on social media sites without the express consent of the parent/guardian of the children contained there in).
- Our school photographer will take class/group photographs and on occasions the school staff may take photographs of your child at school events. These photographs are a lovely keepsake and often the teacher/principal may distribute photographs containing more than one child to individual children in the class.

**If at any time you wish to withdraw any of the above consents you must do so in writing to the School Principal.**

I/We understand that it is a condition of admission that I/we accept the school's Code of Behaviour policy ratified by the B.O.M. of Scoil Mhuire na nGael.

**Signed :**

**Mother of applicant:**

**Date:**

**Father of applicant:**

**Date:**

**Guardian of applicant:  
(if applicable)**

**Date:**

**If this application form is being signed by one parent only. Please read and complete the following:**

I  confirm that both parents of  are aware of and consent  
this enrolment application of Scoil Mhuire na nGael .