



Beaumont Hospital School

Enrolment Policy

Previous Versions of Document	Feb 2020
Original Enrolment Policy	September 2000
Review interval	Bi-annually
Ratified by	Board of Management
Date of Ratification	28-02-2025 12:52 PM GMT



Introductory Statement

Previous Policy in place since Jan 2020

Rationale

To establish guidelines with regard to student enrolment, including:

- Prioritizing of students
- If, and when, a student may not access school
- When restricted access may apply
- Sibling access
- Post-Primary students
- Cappagh Hospital students

These guidelines pertain to students enrolled from

- a. Post-Primary school students who are admitted to the adult wards
- b. Patients of paediatric (long-stay) in Cappagh, Orthopaedic Hospital

Relationship to Characteristic Spirit of the School

The Mission of Beaumont Hospital School is

“to deliver high quality educational opportunities to patients in a supportive environment, complementing the best quality medical care being provided in Beaumont Hospital.”

As a Hospital School our aim is to afford each student the opportunity to avail of school services during their stay.

We strive to create a supportive learning environment.

We consider the needs of a diverse range of age groups and must take into account medical needs such as isolation, wheelchair access, student well-being and emotional response.

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Access to the school services are subject to timetabling as appropriate, meeting the needs of students.

Aims

- This policy aims to revise previous policy to take into account the changing profile of patients and the changed nature of the service since the closure of paediatric services.
- To provide an age-appropriate educational service for patients not situated in adult wards.
- To streamline/timetable classes to suit individual student needs.
- To support transition back to home schools on discharge where required.

Legal Framework

Section 9 (j) of the Education Act 1998 specifies, that “A recognized school shallSubject to this Act and in particular section 15 (2) (d), establish and maintain an admissions policy which provides for maximum accessibility to the school”.

Section 15 (2) (d) states the Board of Management shall “publish The policy of the school concerning admission to and participation in the school and ensure that policy principles of equality and the right of parents to send their children to a school of the parents’ choice are respected”.

Section 27 (1) states that “A board shall establish and maintain procedures for the purposes of informing students in a school of the activities of the school” and (2) that “the procedures established and maintained under subsection (1) shall facilitate the involvement of the students in the operation of the School having regard to the age and experience of the students, in association with their parents and teachers”.

The Education Welfare Act, 2000 [Section 19 (1)] requires that a Board of Management shall not refuse to admit a child except where such refusal is in accordance with the school’s Admission Policy. Section 19 (2) requires that parents must provide relevant information to the school while Section 19 (3) requires that the Board of Management, shall as soon as possible (but no later than 21 days) after receiving such information “make a decision in respect of the application concerned and inform the parent in writing thereof”

The Equal Status Act, 2000 [Sections 5 & 7 (2)] prohibits discrimination on the grounds of “gender, marital status, sexual orientation, religion, age, disability, race or membership of the Travelling Community” regarding admission, access to programmes, participation in the school

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or regarding expulsion or any other sanction. There are limited exceptions regarding single-sex schools and schools promoting particular religious values [Section 7 (3)].

Content

- Conform with Department of Education & Skills (DES) directives.
- Inform the BOM of current enrolment.
- To be responsive to the educational needs of children in hospital.
- Inform the DES of enrolment on September 30th each year
- Enroll any child sufficiently well/medically fit and in full time primary or secondary education.
- Bedside teaching is now the only available mechanism for proviosn of service.
- Service to Cappagh Hospital is determined by admissions. Every effort is made to ensure that while there are students in orthopaedic services with an expected stay of 5 days or more, they will be afforded the opportunity to engage the services of the teacher. [1 hr for 1 student and 40 mins per additional student is considered a minimum of contact time with teacher]. This out-reach service is trigger by referral request made by paediatric services Cappagh.

Context, Resources, School Organisation & Curriculum

The school supports the principle of equality for all students regarding access to and participation in the school. The school respects the diversity of traditions, values, beliefs, languages and ways of life in society. The school acknowledges the right of parents to send their children to a school of the parent's choice, subject to the resources available to the school and subject to the capacity of the school to provide for the needs of any applicant or student. The school is staffed in accordance with the standard pupil – teacher ratios sanctioned by the The school operates within the regulations laid down by the Department from time to time.

The capacity of the school to implement its desired curriculum, its range of educational programmes, its breadth of extra-curricular activities, its school plan and policies are dependent on the resources available. Consequently, in determining its activities and programme for any school year the school must have due regard to the teaching, management and administrative resources and the accommodation, equipment and funding available to it.



Staff allocation Framework

Staff will be allocated to maximize access for all students. Health & Safety and child Protection guidelines will also guide classroom set-up.

Staff Allocation Hierarchy
Neurosurgical Rehabilitation patients/ Neuro Floor wards
Long-term students in other wards still in education (e.g. St Teresa's Ward Oncology)
Long-term students with high support levels in their home school (e.g. Full-time SNA, behaviour supports)
Students in Exam Years
Recurrent admissions
Students in Cappagh with expected stay of 5 days or more

General: Priority will be given to patients with an expected stay of **3 days plus** or have **recurrent admissions**.

Neurosurgical rehabilitation patients who may have limited time frame within which schooling is appropriate, will be catered for as top priority, meaning that during their most appropriate period for access teaching staff will be deployed to cater for their immediate needs.

In planning, teachers will aim to, firstly, ensure individual learning targets are achieved. Some level of service is provided for children admitted as day cases, but for school planning purposes the acute long-term patients are given priority.

Infection Control

Health & Safety, Infection Control and patient immunosuppression issues may come to bear on face to face services to students in multiple wards (Particularly during COVID-19/SRSV /Noro/CDif virus).

Consultation with the **ward sister** in all cases will be the basis for any decision to provide an



alternative for those wishing to avail of the Education Service. Efforts to provide remote learning where appropriate are discussed with each student.

Guidelines for Post-Primary students

Staffing is currently includes a second level school teacher, specialising in English, with expertise up to Higher level leaving certificate programmes.

It must be noted that this is a hospital school with resources and materials upto and including senior cycle elements.

On notification of new admissions the school service will follow up on the admissions and establish the needs and requirements of the students.

- Identify strengths and weaknesses and provide support in curricular areas most needed. (Educational needs can be identified by the teacher, student themselves, the parents, liaison with the main school and from the Re-Hab Team involved with the student.)
- Post-primary students may use the opportunity to concentrate on their senior cycle English needs
- Provide feedback on progress to student, parents and liaise with mainstream school.
- Provide exam preparation and support particularly during DES exam period
- Provide access to a range of Post-Primary English text books and sample exam papers
- DARE/RARE application supports in lieu of recent changes in physical ability is supported
- Advice on discharge on additional supports in school, particularly for ABI students returning to mainstream

Related Policies

Child Protection guidelines

Health & Safety

Infection Control

Success Criteria

Adequate provision and priority of resources is made for long-stay or repeat students.

The success of this policy will be assessed in a comprehensive way by reference to student progress, student feedback, medical / nursing staff evaluation, parents, mainstream school and the Re-Hab Team, as appropriate.

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Feedback, the Inspectors' Report will help gauge success of enrolment policy.

Roles and Responsibility

Principal – To communicate to parents, students and staff the enrolment policy of the school.

Teacher- to implement current policy & communicate to Principal areas where policy fails in achieving aims.

Board of Management – To review policy and support its implementation

Hospital Administration

To liaise with school management where enrolment issues arise.

Department of Education & Science

Provision of departmental support and advice. Provision of review/evaluation opportunities.

Timeframe for Review

Policy reviewed bi-annually and when DES issues new guidelines.



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Date: _____

Signed: Signed by:
Jesslyn Henry
61B985D1A62A454 _____

For Review June 2025