

ST. COLMAN'S COLLEGE, FERMOY, CO. CORK.

TELEPHONE: 025-31930 FAX: 025-31634

Website: *www.stcolmanscollege.com*

APPLICATION FOR ADMISSION SEPTEMBER 2019

FULL NAME OF

CANDIDATE: -----

NAMES OF

PARENTS/GUARDIANS: -----

ADDRESS -----

COUNTRY OF BIRTH: -----

P.P.S. No:

PHONE NUMBERS:

E-Mail: -----

HOME: ----- WORK -----

MOBILE: -----

OCCUPATIONS OF PARENTS/GUARDIANS (IF YOU WISH TO STATE THEM)

(This information is helpful when organising career exhibitions and inviting guest speakers to visit students)

MOTHER: _____ FATHER: _____

MOTHER'S MAIDEN NAME: -----

DATE OF BIRTH OF CANDIDATE: -----

MEDICAL CARD:

Yes

No

NAME OF SCHOOL BEING ATTENDED AT PRESENT:

CLASS: -----

Has your son ever been in receipt of learning support or resource teaching in

Primary school _____

Does your son have any medical condition that the school should know about? _____

SIGNATURE OF PARENT/GUARDIAN: _____

*Closing date for receipt of Applications: Thursday 6th December 2018



Name: _____

Information re enrolment:

- **Do you have a brother(s) currently enrolled in St Colman's College?**

Yes No

If yes please give details:

Brothers name(s) _____

Brothers class(es) _____

- **Is your brother a past pupil of the College?**

Yes No

If yes please give details:

Brother(s) name _____

Year that he (they) finished _____

- **Is your father/grandfather a past pupil of the College?**

Yes No

Fathers/Grandfathers name _____

Year that he left _____



St. Colman's College

Privacy Notice to students (and their parents/guardians)

By enrolling in and attending St. Colman's College, Fermoy you acknowledge that your personal data (including special category personal data) shall be processed by St. Colman's College, Fermoy

This Privacy Notice gives you some helpful information about who we are, what personal data we collect about you, why, who we share it with and why, how long we keep it, and your rights.

If you need more information, please see our Data Protection Policy available at St. Colman's College Fermoy.

1. Who we are:

We are St. Colman's College

Our address and contact details are Fermoy, Co.Cork. 025 31622 or 025 31930
E mail stcolmansfermoy@eircom.net

We provide post primary education from 1st - 6th year

We provide secondary level education to Leaving cert level

For further information, see our Data Protection Policy available at www.stcolmanscollege.com

2. The information we collect about you

When you are a student with St. Colman's College, Fermoy we collect and use your personal data.

The personal data we collect can include information about your identity and contact details; images/photo (including CCTV); family details; admission/enrolment details; previous schools; academic progress; PPS number; special educational needs; nationality; language; religion; medical data; information about behaviour and attendance; information about health, safety and welfare; financial information (re fees, grants, scholarships etc); and other personal data.

If you are under 18 years when you enrol, we collect the name, address, contact details and other information about your parents/guardians. If you are under 18 years, your parent/guardian is consulted and asked to give consent for certain things like taking your photograph, going on school trips etc.

3. How we use your information and the legal basis

We use your personal data for purposes including:

- *your application for enrolment;*
- *to provide you with appropriate education and support;*
- *to monitor your academic progress;*
- *to care for your health and well-being;*
- *to care for our staff and students;*
- *to process grant applications, fees and scholarships;*
- *to coordinate, evaluate, fund and organise educational programmes;*
- *to comply with our legal obligations as an education body;*
- *to comply with our monitoring and reporting obligations to Government bodies,*
- *to process appeals, resolve disputes, and defend litigation etc.*

4. Who we share your information with

We share your personal data with third parties, including other Government bodies.

This includes the State Examinations Commission, the Department of Education and Skills, NCSE, TUSLA, An Garda Síochána, HSE, the Department of Social Protection, the Revenue Commissioners etc.

The level of sharing and the nature of what is shared depend on various factors. The Government bodies to which we transfer your personal data will use your personal data for their own purposes (including: to verify other information they already hold about you, etc) and they may aggregate it with other information they already hold about you and your family. We also share your personal data with other third parties including our insurance company and other service providers (including IT providers, security providers, legal advisors etc), We are legally required to provide certain records relating to the progress of a student (under 18 years) in his/her education to the student's parents/guardians, including results of examinations.

5. We do not transfer your personal data to a third country or international organisation.

6. We do not engage in automated decision making/profiling.

7. How long we hold your data

Some personal data is only kept for a short period (e.g. We will destroy at the end of an academic year because it is no longer needed). Some data we retain for a longer period (e.g. retained after you leave or otherwise finish your studies with St. Colman's College, Fermoy

8. You have the following statutory rights that can be exercised at any time:

- (a) Right to complain to supervisory authority.
- (b) Right of access.
- (c) Right to rectification.
- (d) Right to be forgotten.
- (e) Right to restrict processing.
- (f) Right to data portability.
- (g) Right to object and automated decision making/profiling.

9. Contact

If you would like to discuss anything in this privacy notice, please contact...Veronica O' Donoghue at email: stcolmansfermoy@eircom.net in this school.