



Lynn Road, Mullingar, Co. Westmeath. N91 V5TF
Tel. 044 9384853 Email mullingar@saplings.org Roll No. 20373E
Website www.saplingsmullingar.ie

Expression of Interest Form for Saplings Special School Mullingar 2025 / 2026

Child's Name: _____

Child's PPS No: _____

Child's Date of Birth _____

Child's Address _____

Parent/Guardian's Name _____

Daytime Contact Number _____

Mobile Phone Number(s) _____

Email Address(es) _____

Educational history to date _____

Has your child been assessed by an Educational Psychologist? _____

If No, please note that Saplings Special School require a formal detailed Psychological Report. **Please attach a copy of the most recent report.**

Please tick if you agree to Saplings sharing info with the Dept of Education re your child as per the Psychological and Educational report/s.

Yes No

Parent Signature: _____ Date: _____

Received by Principal _____

Date _____



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PURPOSE & LEGAL BASIS FOR COLLECTING & PROCESSING INFORMATION

Saplings School Mullingar collects and processes personal information about pupils and parents / guardians for a variety of purposes and relies on a number of legal grounds to do so. The school requires this information to perform our duties and responsibilities and to comply with our legal and statutory obligations. In addition, the school requires this personal information to pursue the legitimate interests of the school and our dealings with relevant third parties. The legitimate interests upon which we rely is the effective operation and management of the school and managing the education and welfare needs of our pupils.

Please note the following from the Dept. Of Education:

“In order to ensure that the NCSE has access to information on all children and young people who may require a special class or special school place, parents/guardians should notify the NCSE prior to making an application for admission to a special class and/or special school. The NCSE will discuss with families the range of options that are available to meet the needs of their child or young person as identified in available reports. This notification together with the submission of the child or young person’s relevant reports should occur as early as is possible. Notification should be made before 1 February in the preceding school year to facilitate NCSE planning and to ensure that the NCSE and the Department is provided with sufficient time to plan and provide for additional special class and special school capacity. It is recognised that many school admission processes start during Term 1 of the school year, and the NCSE will be working to ensure that parents/guardians notify them as early as possible. However, it must be considered that some children and young people may not receive a diagnosis and/or a recommendation for a special class or special school until a later time and the NCSE must continue to work to support these children and young people to secure an appropriate enrolment, in collaboration with their local schools”.