

Starting Primary School

Children with Special Educational Needs

An Information Session for
Parents/Guardians



Today's Session



The transition to primary school

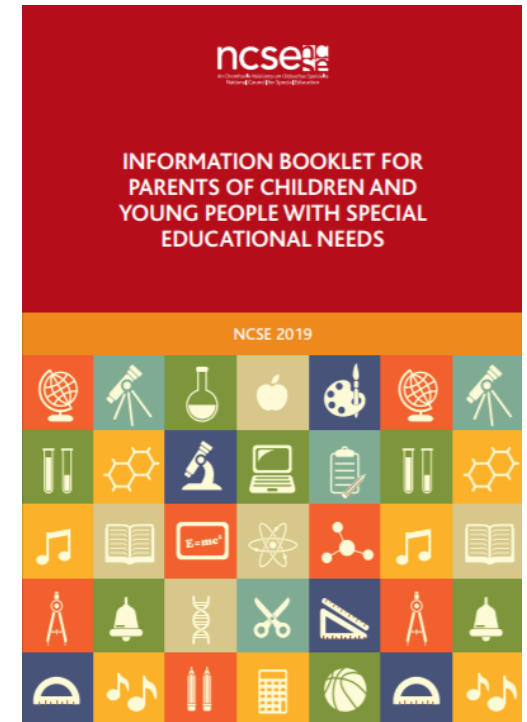
How to choose a school

How to plan and prepare for this change

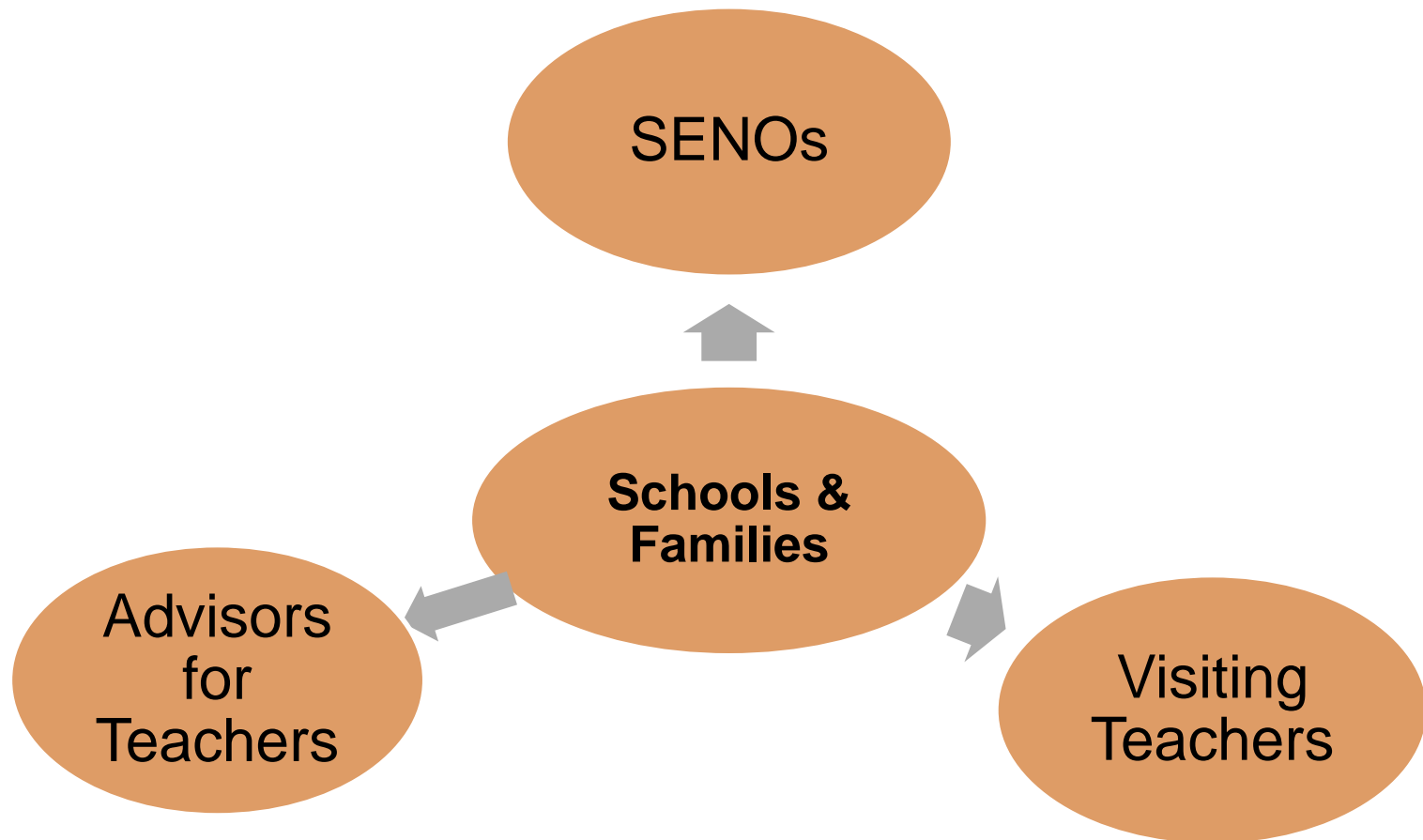
How to enrol your child

Who We Are – What We Do

- Support schools
- Support parents
- Provide information
- Carry out research and advise the Minister for Education



NCSE Regional Support Teams



Forward Planning for School Placements

Circular 80-2024

SENOs will issue individual letters to parents/guardian based on the submission by a parent/guardian to the relevant email address.

Email: parentsnotify@ncse.ie

These letters serve the purpose of providing parents/guardians with early clarity on their child's eligibility for a special class or special school.

The letter for special school placement must be read in tandem with the designation of the special school.

Parents/guardians will be advised to provide a copy with their application to a school on completion by the SENO

The letter is not a guarantee of placement but of eligibility to be placed in a special class or special school (subject to designation)

The letter does not replace standard applications to schools for placement but can accompany an application to a special class or special school

The letter does not indicate eligibility for transport - a separate application is made by the school on behalf of the parent/guardian to the SENO at a later point in time



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National Council
for Special Education

The NCSE process does not alter the Admissions processes for schools.

Schools can continue to run waiting lists and parents/guardians should not be precluded from waiting lists or placement offers on the basis of the circular

School places continue to be offered in alignment with schools Admissions notices and policies

NCSE letters of eligibility have been introduced in order to support parents and schools and should not inhibit a school's admissions process.

**Circular 0080/2024 – Forward
Planning for Special Education
Provision**

Schools that have already commenced their admissions process should continue to accept applications and apply their admissions policy to each.

If a school that has received applications without the NCSE letter and is unclear as to eligibility, they can, with parental consent request that they forward report to the local SENO in order to verify eligibility.

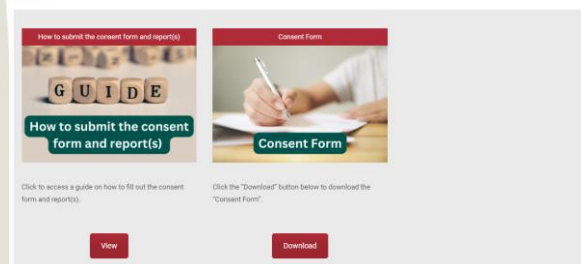
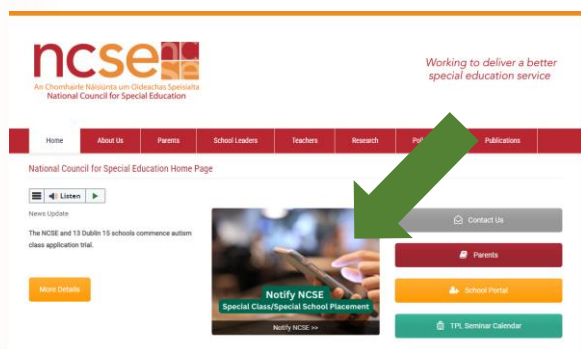
Having the letter is a measure to assist and should not be a determining factor in the offering of placement to applicants.

NCSE will issue a direct correspondence to all schools nationwide to clarify this for schools

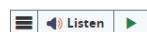


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Circular 0080/2024 – Forward Planning for Special Education Provision



Notify NCSE – Special Class/Special School Placement



The NCSE aims to assist parents seeking a special class/school placement for their child/young person.

In the Department of Education Circular [gov.ie](https://www.gov.ie/en/publications-and-resources/details/?document-id=68444) – [New measures to support the Forward Planning for Special Education Provision \(www.gov.ie\)](https://www.gov.ie/en/publications-and-resources/details/?document-id=68444) it is indicated that parents seeking a special class or special school placement for their child for the coming academic year 2025/26 make contact with the NCSE.

We have set up a dedicated NCSE email address to be used by parents looking to contact us about special class/school placement.

Note: this email address is available to assist parents who have not yet engaged with their local SENO and wish to make contact with the NCSE for the first time in relation to seeking a special school/class placement for the 2025/26 school year.

If you have already made contact with your SENO and provided professional reports that may support special class/school placement for your child, there is no need to contact us via this email address.

parentsnotify@ncse.ie

is the dedicated NCSE email address you can use to make initial contact with us.

What you can expect:

1. NCSE Service Delivery Support Team will acknowledge your initial email.
2. NCSE Service Delivery Support Team will check that you have included your consent form and professional report(s).
3. When we have your consent and professional report(s) the NCSE Service Delivery Support Team will forward them to your local Regional team, who will check that they meet eligibility criteria for the placement you seek.
4. Your local SENO will make direct contact with you to discuss your child's placement requirements and options.
5. Your local SENO will provide you with written feedback that reflects the review of your submitted documents.

Parents should not delay in making applications for special classes and special school placements to schools that have opened their admissions process for the coming year, when waiting for the NCSE to get back to you.

This new process has been developed to support schools and families and to assist the NCSE in planning for additional specialist placements. Schools have been made aware that our role is to assist with this process, whilst each school follows their own admissions policy.

Should you require assistance from your local SENO, they can be found by following this link: [SENO Contact Information](#)



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Choosing a School



Enrolment

- Enrolment policies and admission notice include deadlines



OCTOBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Placement Options

Mainstream

Local school

Class size

Class teacher

SNA
(if essential)

Special Class

Local or nearest school

Small class size

Special Class teacher

SNA

Professional report
and recommendation

Special School

Local or nearest school

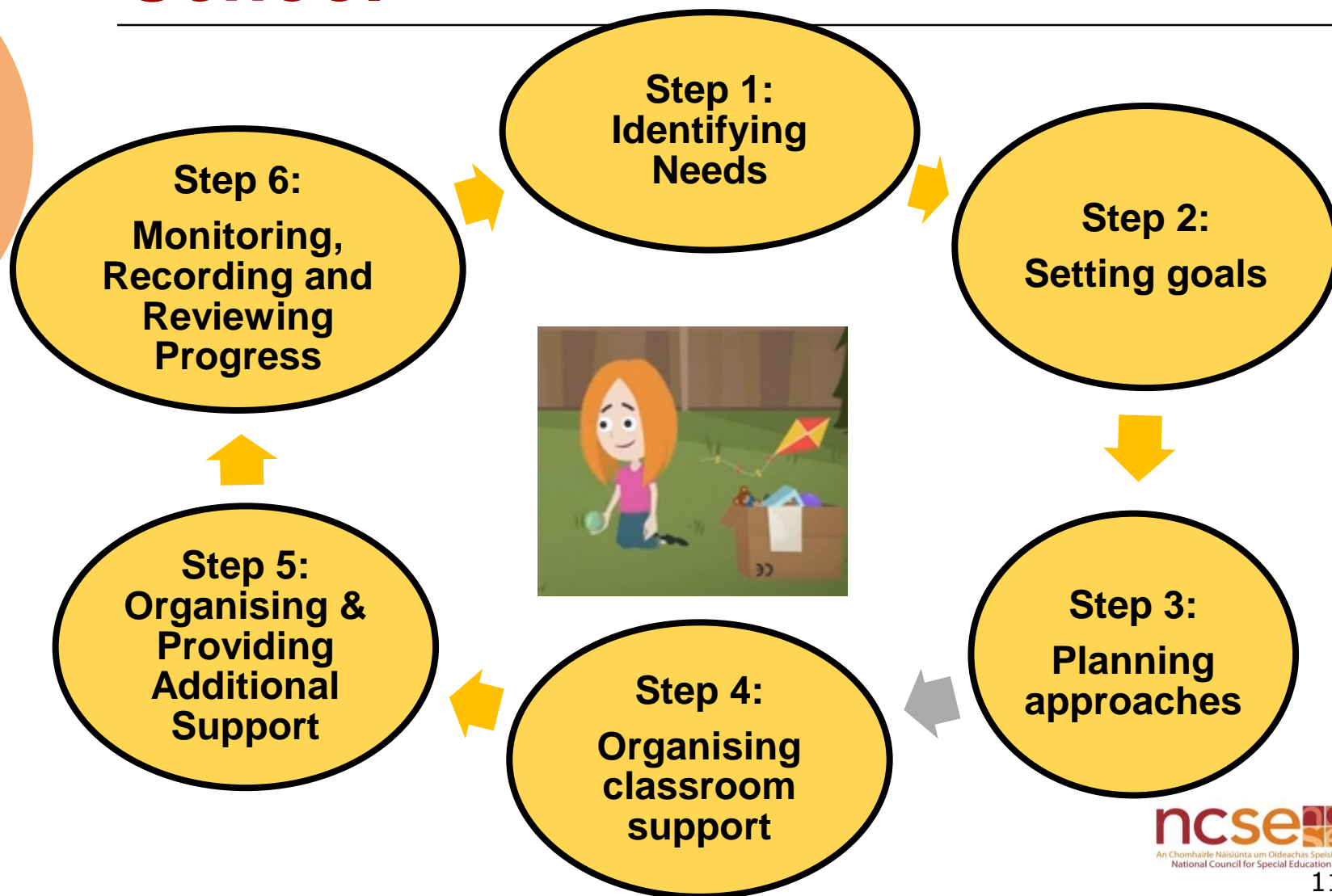
Small class size

Class teacher

SNA

Professional report
and recommendation

Getting the Right Support in School



Roles of School Staff

Class Teachers

Every Student

Educational Needs

Differentiate

Monitor Progress

Special Education Teachers

Some Students

Additional Needs

Differentiate

Monitor Progress

Special Needs Assistants

Some Students

Care Needs

Do not teach

Monitor Progress

Getting the Support

**Special
Education
Teaching**

**Special Needs
Assistant**

Needs **NOT** Diagnosis
No Application

Student Support Plan



Getting the Support

Assistive Technology

Diagnosis

Professional Recommendation

Essential for Education

SENO Recommends

Department of Education
Decides

Special Transport

Diagnosis

Specialised Placement

SENO Reports

Department of Education
Decides

Other Key People in Your Child's Education



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

HSE professionals involved in diagnosis, e.g. clinical psychologists, occupational therapists, speech and language therapists.



National Educational Psychological Service (NEPS)
Psychologist

Every school has access to a psychological service

SENOs liaise with each of these services

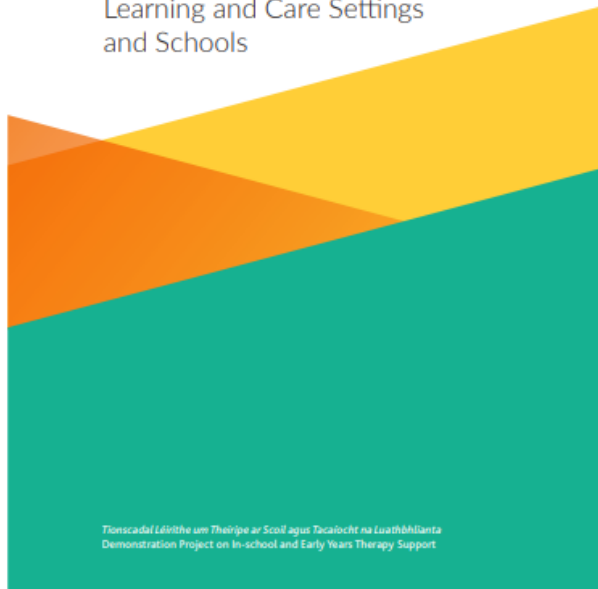
NCSE resources to support transition to Primary School



Rialtas na hÉireann
Government of Ireland

Preparing Young Children for Primary School

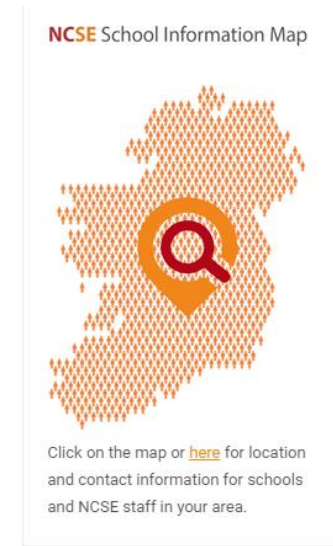
A Resource for Parents, Early
Learning and Care Settings
and Schools



Tionscadal Léirithe um Theirgíe ar Scoil agus Tacalocht na Luathbhláinta
Demonstration Project on In-school and Early Years Therapy Support

To Summarise

- Send a consent form and Report to the NCSE
- Enrol to schools and be aware of deadlines
- Contact your SENO for support and advice



Questions and Evaluations

It's time to Answer Questions.

