

**CHECKLIST FOR PROCESSING APPLICATIONS FOR  
EXEMPTION FROM THE STUDY OF IRISH IN ACCORDANCE  
WITH CIRCULAR 0055/2022 2.2.3**

**A student who experiences a high level of multiple and persistent needs that are a significant barrier to the student's participation and engagement in their learning and school life.**

<b>Name of school</b>			
<b>School roll number</b>			
<b>Name of student</b>			
<b>Date of birth</b>			
<b>Student PPSN</b>			
<b>1.</b>	<b>RECEIVING THE APPLICATION</b>		
		<b>Yes</b>	<b>No</b>
a)	The date on which the school received the application is recorded on the form.		
b)	Receipt of the application has been acknowledged in writing and the parent(s)/guardian(s)/student have been informed that the application will be processed within 21 school days of date of receipt.		
<b>2.</b>	<b>CONSIDERING THE APPLICATION</b>		
		<b>Yes</b>	<b>No</b>
a)	The written application and supporting documentation have been discussed with parent(s)/guardian(s)/student and the student on whose behalf the application is made.		
b)	The parent(s)/guardian(s)/student have been advised of the next steps in processing the application.		
c)	The parent(s)/guardian(s)/student and the student on whose behalf the application is made have been informed of any implications of an exemption from the study of Irish now and into the future.		
d)	The parent(s)/guardian(s)/student have been informed that a signed Certificate of Exemption will issue where a decision is reached that an exemption will be granted.		

e)	The parent(s)/guardian(s)/student have been informed that where an application is refused that the school's decision may be appealed to the Irish Exemptions Appeal Committee within 30 days from the date the decision of the school is notified in writing.		
f)	The arrangements (as per Section 6 of the Guidelines), in the case of an exemption being granted, have been explained to the parent(s)/guardian(s)/student and the student on whose behalf the application is made.		
g)	The student's Student Support File has been reviewed.		
h)	The student's class teachers and SET team has been consulted.		
<b>3.</b>	<b>CONFIRMING A DECISION</b>		
		<b>Yes</b>	<b>No</b>
a)	The above named student:  1. experiences a high level of multiple and persistent needs that are a very significant and continuing barrier to his/her participation and engagement in his/her learning and school life  <b>and</b>		
	2. whose school has substantial written evidence that these needs persist despite targeted and individualised Student Support Plans to address those needs  <b>and</b>		
	3. whose school has substantial written evidence that these individualised Student Support Plans have been implemented over not less than two school years, and have been monitored and reviewed by the school in collaboration with the parent(s)/guardian(s) and the student  <b>and</b>		
	4. who has been given every reasonable opportunity to participate in the learning of Irish in mainstream classes for as long as possible in keeping with the integrated approach to language skills development and the communicative approach underpinning the Specification for Junior Cycle Irish (L2).  <b>and</b>		

	5. the Principal is satisfied that the granting of an exemption is in the overall best interests of the student <i>concerned</i>		
b)	An exemption from the study of Irish <u>is granted</u> <input type="checkbox"/> or An exemption from the study of Irish is <u>not granted</u> <input type="checkbox"/>		
Where an application for exemption is refused, please note reason(s).			
<b>4. COMMUNICATING AND RECORDING THE DECISION</b>			
		<b>Yes</b>	<b>No</b>
a)	The outcome of the application has been confirmed in writing to the parent(s)/guardian(s)/student and the reason(s) for not granting an exemption where relevant.		
b)	Arrangements have been made for the retention of the application form and all supporting documentation, including a Copy of the Certificate of Exemption where applicable, and this checklist, in accordance with data protection law.		
Principal: _____ Date: _____			