Education Passport Pas Oideachais

Supporting your child's transition from primary to post-primary school Ag tacú le haistriú do linbh ón mbunscoil go dtí an iarbhunscoil

Outline of transfer process from primary to post-primary

Primary principal Post-primary principal Parent(s)/guardian(s) Phases of Transfer **Role/Responsibility** Action Timeframe Who? What? When? Forward Any time after Post-primary principal or **Information Request Form** Parent(s)/guardian(s) designated person 1 confirms enrolment to the primary school(s) Forward **Information letter** By the end of the Primary principal **6th Class Report Card** second week or designated person **My Profile Form** of June **My Child's Profile Form** to Parent(s)/guardian(s) Complete and return By the end of the My Child's Profile Form third week of Parent(s)/guardian(s) 2 to the primary school June within five working days Forward Copy of Education Passports: **6th Class Report Card** Primary principal or By early September MAL Drafile Co

		designated person	My Child's Profile Form to the post-primary school(s)	
	3	Post-primary principal or designated person	Forward Information Receipt to the primary school to acknowledge receipt of Education Passports and confirm pupil registration	By end of first week of October
The above timeline should help to ensure that materials are transferred in a timely manner.				

NCCA

An Chomhairle Náisiúnta Curaclaim agus Measúnachta National Council for Curriculum and Assessment