



STATUTORY INSTRUMENTS.

**S.I. No. 330 of 2020**

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EDUCATION (WELFARE) ACT 2000 (PRESCRIBED FORM) (SECTION  
14) REGULATIONS 2020

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I, Roderic O’Gorman TD, Minister for Children and Youth Affairs, in exercise of the power conferred on me by section 14 of the Education (Welfare) Act 2000 (No. 22 of 2000), hereby make the following Regulations:

1. (1) These Regulations may be cited as the Education (Welfare) Act 2000 (Prescribed Form)(Section 14) Regulations 2020  
(2) These Regulations come into operation on the 26 August, 2020.
2. The form (Form R1), set out in the Schedule, is prescribed for the purposes of section 14(4) of the Education (Welfare) Act 2000 (No. 22 of 2000).
3. The agency may make this form accessible to prospective applicants in an online format.



GIVEN under my Official Seal,  
26 August, 2020.

RODERIC O’GORMAN,  
Minister for Children and Youth Affairs.

**SCHEDULE**

**Application Form for Registration**

**Form R1**

Registration of Children Receiving Education in Places other than a  
Recognised School under Section 14 of the Education (Welfare) Act 2000

The functions and services of the National Educational Welfare Board transferred to the Child and Family Agency on 1 January 2014 under the *Child and Family Agency Act 2013*. Under the *Education (Welfare) Act, 2000* every child being educated in a place other than a recognised school must be registered with Tusla - Child and Family Agency (the Agency). The process of registration involves a written application for and assessment by the Agency of the education that is being provided to the child.

## **Privacy Statement**

Your personal data will be processed in compliance with all relevant data protection legislation and the other legal requirements to which Tusla – Child and Family Agency is obliged to adhere. Full details of Tusla's Privacy Policy (setting out how we will use your personal data as well as information regarding your rights as a data subject) are available in the About Us (data protection) section of [www.tusla.ie](http://www.tusla.ie)

## **Notes for Applicant**

**Eligibility to make an application:** For parents and guardians of children who are aged between 6 and 16 years only.

**Application for an Independent School:** Please be advised that if you wish to apply for your child to be educated in an Independent School or Centre of Education, this application form must be submitted to Tusla prior to placing the child in the school or as soon as practicable thereafter.

**Application for Home Education:** Please be advised that if you wish for apply for your child to be home educated, once you have received communication to confirm that this application has been received and processed, you can then commence to home educate.

**Valid Application:** Only completed applications can be processed by the agency. All fields must be fully completed. Incomplete applications received will not be deemed valid.

## **Accompanying Documents**

A certified copy of the child's birth certificate is required to accompany the application. Where a birth certificate is not available, a valid passport can be provided.

**Registration of Children Receiving Education in Places other than a  
Recognised School  
under Section 14 of the Education (Welfare) Act 2000**

**Place where child will receive the education**

- 1)  Independent School or Centre of Education setting;

*Or*

- 2)  Their home

**PART A**

**1. Details of child**

Surname (as on birth cert)	First name(s) (as on birth cert)	Date of birth	Gender
Home address			Eircode

**2. Details of parent(s)**

Throughout this document the term “parent,” in line with the use of the word in the Education Act 1998, section 2 and the Education (Welfare) Act 2000, should be taken to mean parent, guardian, foster-parent, a person acting *in loco parentis* who has a child in his/her care subject to any statutory power or court order, or a person who has adopted a child.

**PARENT/LEGAL GUARDIAN 1**

Title	First name(s)	Surname
Home address (if different to above)		
Telephone (include local code)	Mobile	E-mail

**PARENT/LEGAL GUARDIAN 2**

Title	First name(s)	Surname
Home address (if different to above)		
Telephone (include local code)	Mobile	E-mail

**3. Details of guardian(s)/foster parent(s) (if appropriate)**

Surname	First name(s)	Relationship to Child
Home address (if different to above)		
Telephone (include local code)	Mobile	E-mail

**4. Additional information**

Have you previously applied to the Section 14 Register for this child?      Yes  
 No

Are any sibling(s) of this child currently on the Section 14 Register, or  
 have you applied for any sibling(s) of this child?      Yes  
 No

**If yes, please supply details:**

**5. Previous education history- Please tick one of the following**

New application for child that has recently turned 6 years old.

Previously home educated

Dates of home education: \_\_\_\_\_

Previously educated in a school (Department of Education and Skills, Independent School or school in another jurisdiction)

*If the child has attended any school(s) please give details of the last school attended*

Full name of school	
Principal	
Address	
Telephone (include local code)	E-mail
Date child was enrolled in the school, and year level (if applicable).	Date on which child left the school, and year level (if applicable).

**6. Additional Learning and Support Needs**

Does your child have any learning needs or additional support needs?

Yes  No

*If yes, outline summary of need below:*

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Has the learning/support need has been formally assessed? Is child currently engaged with support services currently? Please provide details.

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**7. Location where the delivery of the education will occur - Please complete the relevant section.**

a) **Independent School or Centre of Education** - Please provide the details of the school providing or planned to provide the delivery of the education provision.

Independent School Name		Principal/Director
Date child commenced/due to commence at school		Date child due to leave school
Postal address		Eircode
Telephone (include local code)	Mobile	E-mail

b) **Home Education** - Please provide the address of the location where the education will be provided. Please include details of the person/s who will be providing the delivery of the education provision.

Address:			
<b>Person 1 – Education Provider</b>			
Title	First name(s)	Surname	
Telephone (include local code)	Mobile	E-mail	Relationship to child
<b>Person 2 if applicable</b>			
Title	First name(s)	Surname	
Telephone (include local code)	Mobile	E-mail	Relationship to child

**PART B**  
**(Home Education Applicants only)**

**8. Time devoted to education of child / Time proposed to be spent on education of child**

*The informal or semi-informal nature of home-based education may make it difficult to estimate accurately the amount of time allocated to learning. However, some information under the headings below may be useful in establishing the general pattern of the educational provision. If possible, please supply information on:*

- *the time allocated/to be allocated to the education of the child.*
- *whether learning is provided for in an open-ended manner, or whether learning activities are scheduled, or partly scheduled, using a timetable following a daily/ weekly/ monthly pattern.*
- *the estimated number of days during the year on which education is/will be provided.*
- *if any records are/will be maintained of the time/periods/days devoted to education.*

**9. Equipment and materials**

*Please provide brief details of some of the main items/publications/materials used to support the child's learning. These may include curriculum documents, specialised educational equipment, reference materials/text books, or everyday objects and materials including books, magazines, toys, videos etc.*

## 10. Educational activities

*Please give a brief account of the educational provision made /to be made for the child's learning including:*

- *Provision for the development of literacy and numeracy skills; physical skills; social, emotional and moral.*
- *What are the main areas of learning for which provision is/will be made?*
- *What type of education is being/will be provided? Do any particular principles or philosophies inform the education?*
- *What approaches or methods are/will be used to facilitate learning? (e.g. autonomous learning, semi-structured approaches, structured learning, a mixture of these)*
- *If the education provided is based on any published curricula or learning programmes, please give details.*

*NOTE: Meeting the requirements of a 'certain minimum education' does not mean that a child must follow any particular curriculum delivered in a school setting. However, if a child were to return to a formal school-based education at primary or post-primary level at any stage, parents/guardians, in planning a home education programme for their children, should be conscious of the curriculum requirements, and teaching and learning structures to which they may return.*

## 11. Monitoring progress

*Please give a brief account of how the child's progress is /will be monitored.*

*Some points to consider may be:*

- *How is/will the child's progress be monitored/assessed?*
- *Are/will any records be maintained of the child's progress?*
- *What consideration has been given to how the learning needs of the child are/will be met over a period of time and whether plans are/will be recorded?*

## 12. Declaration

### **I/We declare that:**

- The information provided on this application form is true and accurate.
- That both legal guardians have provided their personal details and contact information and have signed this application form.

### **I/We understand:**

- That in considering this application for registration, the Agency will arrange for an assessment to determine whether the education provision in place or proposed for the child, satisfies the requirements of a certain minimum education [s.14(5)(a,b,c) *Education (Welfare) Act 2000*].
- That as part of an application for home education assessment, that an authorised officer will verify the information provided in Part B above.
- That in order to ensure that the child continues to receive a “certain minimum education”, the Agency will carry out further assessments, and these assessments will be notified in advance [s.14 (7) *Education (Welfare) Act 2000*].
- That if, on receipt of the assessment report, the agency is unable to determine that a certain minimum education is being provided or likely to be provided, the Board may proceed to a further assessment [s.14(5)(i,ii,iii) *Education (Welfare) Act 2000*].
- That all assessment(s) will be conducted in accordance with any guidelines issued under Section 14,15 and 16 of the Education Welfare Act 2000.
- That I/We will offer every assistance to an authorised person (assessor) in assessing the education provision in place or proposed for the child.

**I/We consent:**

- For the Agency to have an authorised person conduct assessment(s) of the education in place or proposed for the child who is the subject of this application.
- For the Agency to verify any information provided on this application form.

**Signature Guardian 1** \_\_\_\_\_ **Date** \_\_\_\_\_  
(Print Name Here)

**Signature Guardian 2** \_\_\_\_\_ **Date** \_\_\_\_\_  
(Print Name Here)

*All legal guardians must sign this form in order for the application to be processed.*

*Tá leagan Gaeilge den fhoirm seo ar fáil ach é a iarraidh.*  
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Recognised School  
under Section 14 of the Education (Welfare) Act 2000**

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