



**Our Lady's Secondary School**  
**Castleblayney**  
**Co. Monaghan**

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Principal: *Mr. Eddie Kelly*  
Deputy Principals: *Ms. Jane Treanor, Mr. Darren Bishop*

**September 26<sup>th</sup> 2022**

**Dear Parent & Guardian,**

I hope that you and your family are keeping safe and well. It is that time of year when we begin to plan for those students who will begin their second level education with us in September 2023.

We are currently planning our Admissions Procedures for the 2023 /2022 academic year and please see below some important information in relation to our enrolment process:

- As part of our enrolment procedures we have developed a number of digital presentations that are available on the enrolment section of our school website <https://www.olss.ie/admissions>
- Parents & students will have the opportunity to visit the school on Open Night Thursday October 27<sup>th</sup> at 7.30pm.
- Enrolment for September 2023 will open on October 3<sup>rd</sup> 2022 and will close on December 2<sup>nd</sup> 2022 and numbers are capped at 144 places. Enrolment forms are available from the school office from Monday October 3<sup>rd</sup>.

Here in Our Lady's we realise how important the transition from primary school to secondary school is and how important it is for you as parents to have as much information as possible, before deciding on the second level school to which you will entrust your son/daughter education to. If you have any queries or concerns please do not hesitate to contact the school office to arrange an appointment to speak with a member of our Senior Management Team.

Yours sincerely,

**Mr. Eddie Kelly**  
**Principal**