

Dear Parent(s)/Guardian(s),

You may be beginning to think about how you can support your child to make the move from primary to post-primary school. Sharing information about your child's learning is an important part of this. Your child's primary school will do this using the Education Passport.

Your child's Education Passport consists of:

- **6th class end of year report card.**
- **My Profile** sheet completed by your child in school.
- **My Child's Profile** sheet which you are invited to complete.
- **NEPS Student Transfer Form*** (if appropriate)

The information contained in the Education Passport is intended to:

- Provide a rounded picture of your child's progress and achievement at primary school.
- Help your child to continue to make progress
- Signal to post-primary schools where additional support(s) may be needed to help your child's learning.

Please complete the My Child's Profile sheet and return to the school within five working days.

Please refer to ncca.ie/transfer for further information and FAQs or contact the school if you have any queries.

Yours sincerely,

DD/MM/YYYY

*For children in receipt of additional support, it is recommended that a NEPS Student Transfer Form transfers to the post-primary school in a timely manner. For children in need of supports such as special needs assistants, assistive technology or school transport, NCSE application deadlines should be considered. As such, it is likely that this form will need to be transferred in advance of the other Education Passport components.

