Trallwn Primary School

Ysgol Gynradd Trallwn



**Admissions Policy**

 **2021/22**

***Please also see www.swansea.gov.uk/admissions***

Date of Review: September 2022

Headteacher: R Barker Signature: \_\_\_\_\_\_\_\_\_

Governors J Winchester Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 G Wathan Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Trallwn Primary School**

**Admission Arrangements Policy**

*The United Nations Convention on the Rights of the Child (CRC) is at the heart of our school’s planning, policies, practice and ethos. As a rights-respecting school we not only teach about children’s rights but also model rights and respect in all relationships – Linked to Articles 6, 33, 36 (CRC)*

Admission arrangements to primary schools

Details of initial placement, parental preference and transfer requests.

The local authority, the LA, is the admitting authority for all community schools in the area.

Each child about to commence full time education will be invited to apply for a place at a school maintained by the LA.

Parents/carers can apply on line for a place at the catchment school or express a preference for a placement at an alternative school. Requests for a place will be granted unless to do so would:

* prejudice the provision of efficient education or the efficient use of resources, and
* for voluntary aided schools, be incompatible with the admission arrangement agreed between the governing body and the LA.

Those parents who apply on time for a place at any school will be given priority over those who have not.

(a) Admission Limits - Community Schools

All schools must admit up to their admission number in the year of entry (i.e. Reception classes in primary schools). In the year of entry a child will be refused a place once the admission number has been reached. Parents/carers who are refused a place at the school must be given right of appeal.

The admission number applies to all year groups (except nursery).

(b) Oversubscription Criteria - Community Schools

If more applications have been received for any school than there are places available, the following order of priority will apply:

1. Children who are in the care of a local authority i.e. looked after children (LAC), or are previously looked after\*.
2. Children who live within the school's defined catchment area. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
3. Children who have a brother or sister of statutory school age\*\*\*\* attending the school at the date of their admission.\*\*\* If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*.
4. Other children for whom a place has been requested for whom criteria 1 to 3 above do not apply. If there are more applications than places, the places will be allocated in distance order with those living nearest (shortest available walking route) receiving priority\*\*

\*Previously looked after children: looked after children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after.

\*\*The measurements will be taken from outside the entrance to the property (house or flat) to the nearest official school entrance. The local authority GIS computer programme is used when undertaking the measurement.

\*\*\*A brother or sister will be defined as a natural or legally adopted child of either parent living at the same address. In any circumstances in which there is one place available and the next eligible children are twins/triplets then the LA will admit both/all children.

\*\*\*\* Statutory school age is defined as pupils who are between age 5 and 16 i.e. pupils in any year group between and including Reception to Year 11.

The LA will not provide transport or make any contribution towards transport costs for children admitted from outside the school's defined catchment area. However, if the catchment area school is full in the year group, transport will be provided to the nearest school with room if that school is more than 2 miles from the home address.

Children who have a Statement of Special Educational Needs

The oversubscription criteria does not apply to pupils for whom the LA holds a Statement of Special Educational Needs although the rights of parents to be involved in the placement of their child are protected in law. The LA in consultation with Parents/carers and schools will determine the school at which education is to be provided. The LA reserves the right to name a school which is not the catchment area school.

Schools have a duty to admit children with a Statement of Special Educational Needs who have been placed in a school by the LA and these pupils are counted towards the number admitted up to the admission number unless they are placed in a Special Teaching Facility with planned places.

(Correct at time of publishing. Any impact of new legislation will be considered when available).

Voluntary Aided Schools (church schools - Roman Catholic, Church in Wales)

Requests for admission to voluntary aided schools will be determined by reference to admission criteria set by the governing Body. (The governing bodies of Voluntary Aided Schools are responsible for determining their own admission arrangements).

(c) Admission Procedures - Community Schools

Parents/carers will be asked to apply on line for a place for their child at the catchment school or to state a preference for an alternative placement using the admission application.

Requests for admission will be granted provided there are places available. Where admission requests exceed the number of places available, as determined by the published admission number, applications will be allocated by applying the LAs oversubscription criteria.

The main residential address should be used when applying. Addresses which have restrictions on occupancy such as chalets on holiday parks with seasonal restrictions on occupancy cannot be used as a permanent address.

Children attending the nursery class of a school will not have an automatic right of admission to full time education at the same school. Parents/carers will need to apply for a place along with other applicants.

Although the LA permits pupils to start reception full time at the start of the academic year in which they become five, the law does not require a child to start school until the start of term following the child's fifth birthday. Therefore, if the parent of a reception age child wishes to defer entry until later in the school year a place must be allocated to this child and this place is not available to be offered to another child. Entry cannot however be deferred beyond the beginning of the term after the child's fifth birthday nor beyond the academic year for which the original application was accepted.

Requests for admission to reception submitted on or before the administrative closing date, 30 November 2018 will be processed collectively and places allocated according to the above oversubscription criteria. In this respect, no advantage shall be gained from the early submission of an admission request. Requests submitted after the closing date will be processed in date order once all on time applications have been dealt with.

Admissions will not be determined on the basis of selection criteria involving the sitting of tests, viewing of school reports, or interviewing pupils with or without parents/carers for the purpose of assessing ability or aptitude. Parents/carers who have applied by the 30 November 2018 will be advised whether they have been allocated a place by the 16 April 2019.

Right of Appeal

Parents/carers will be informed, in writing, as to whether their application has been successful. Where their application has been refused parents/carers will be informed in writing that they have right of appeal to an independent appeal panel. If they exercise that right, the appeal must be forwarded to the [School and Governor Team](https://www.swansea.gov.uk/article/2586/The-School-and-Governor-Team) at the Civic Centre. The appeal will be considered by an independent appeal panel of 3 or 5 people comprising lay members, and persons with experience in education.

Please note: Because of the statutory class size maximum of 30, there are very restricted circumstances in which an appeal for a place in an infant class (Reception, Year 1 and Year 2) can be successful.

Waiting Lists

For all admissions, where parents/carers are refused a place for their child/children they are automatically placed on the waiting list and an opportunity to meet with an independent appeal panel is offered. Pupils names will remain on the waiting list for the whole academic year and will only be removed if they are successful at appeal or if a parent confirms in writing that they no longer wish their child/ren's name to remain on the waiting list. If a place becomes available it will be allocated by the LA in accordance with the oversubscription criteria.

The LA will be under no duty to comply with preference expressed otherwise than in accordance with its arrangements.

Note: A catchment review will be necessary in line with the Band B Capital programme. A full statutory consultation process will be undertaken as required when timeframes for various projects have been agreed. Parents and pupils as well as staff and governors and the wider community will be given an opportunity to engage in the consultation process and notification of changes to catchment will be published in order that parents have information available to them when selecting a school for their child/ren. Catchment changes will not take effect until September 2020 at the earliest.

***Further details and application forms are available on the Swansea.gov.uk website.***

Nursery applications are dealt with directly through the school as of September 2021.

**CITY AND COUNTY OF SWANSEA PRIMARY SCHOOLS**

**ADMISSION NUMBERS**

Birchgrove Primary 60

Bishopston Primary 38

Blaenymaes Primary 37

Brynhyfryd Primary 60

Brynmill Primary 45

Burlais Primary 75

Cadle Primary 51

Casllwchwr Primary 30

Christchurch Ch. in Wales 16

Cila Primary 16

Clase Primary 36

Clwyd Primary 37

Clydach Primary 35

Craigcefnparc Primary 16

Craigfelen Primary 24

Crwys Primary 26

Cwm Glas Primary 40

Cwmrhydyceirw Primary 60

Danygraig Primary 35

Dunvant Primary 46

Gendros Primary 43

Glais Primary 15

Glyncollen Primary 30

Gors Community 44

Gorseinon Primary 45

Gowerton Primary 45

Grange Primary 30

Gwyrosydd Primary 58

Hafod Primary 30

Hendrefoilan Primary 30

Knelston Primary 19

Llangyfelach Primary 30

Llanrhidian Primary 19

Mayals Primary 30

Morriston Primary 26

Newton Primary 30

Oystermouth Primary 30

Parkland Primary 60

Pen y Fro Primary 29

Penclawdd Primary 30

Pengelli Primary 14

Penllergaer Primary 45

Pennard Primary 30

Pentrechwyth Primary 24

Pentre'r Graig Primary 45

Penyrheol Primary 35

Plasmarl Primary 26

Pontarddulais Primary 60

Pontlliw Primary 26

Pontybrenin Primary 45

Portmead Primary 34

Sea View Community Primary 29

Sketty Primary 60

St. David's Primary 30

St. Helen's Primary 30

St. Illtyd's Primary 30

St. Joseph's Cathedral Primary 60

St. Joseph's Primary (Clydach) 30

St. Thomas' Primary 55

Talycopa Primary 28

Terrace Road Primary 45

Townhill Primary 60

Trallwn Primary 43

Tre Uchaf Primary 29

Waun Wen Primary 28

Waunarlwydd Primary 41

Whitestone Primary 27

Ynystawe Primary 24

YGG Bryniago 31

YGG Bryn-y-Mor 37

YG y Cwm 27

YGG Felindre 11

YGG Gellionnen 43

YGG Llwynderw 45

YGG Lon Las 75

YGG Pontybrenin 67

YGG Tan-y-lan 14

YGG Tirdeunaw 59

YGG Y Login Fach 30