

Parents' Guide

to education services in Wrexham

2017/18



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NOTE: This booklet is compiled as a guide for parents whose children are entering or transferring schools in September 2017. Although every effort has been made to ensure that the information is correct at the time of printing there may be subsequent changes to the information or the procedures outlined.

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Introduction

This booklet has been produced by Wrexham County Borough Council to give general information about the school admission policy as managed by the Local Authority (LA). It will be of particular interest to parents whose children are about to start school or are to transfer to their next phase of education. Copies of this booklet are provided free of charge from Contact Wrexham, 16 Lord Street, Wrexham, LL11 1LG and are available for reference at the Authority's schools, public libraries and on-line at www.wrexham.gov.uk.

School Prospectus Availability

If more detailed information is required about a particular school then the headteacher of that school should be contacted directly. Each school publishes a prospectus, which gives details regarding its organisation and the curriculum which it provides. These are available to parents, free of charge, from individual schools. School Inspection Reports can be accessed on-line at www.estyn.gov.uk following the links to Inspection Reports.

Equality, Human Rights and Diversity

Wrexham County Borough Council believes that equality is the cornerstone of what we do and that all individuals have a right to develop and achieve their full potential through the education system.

Education and lifelong learning promote mutual respect - equipping everyone with an awareness of diversity and its value, to prepare them for a life in which every person, regardless of their background, beliefs, abilities and preferences can contribute to society, and feel that they belong.

Not everyone has the same starting point in life and we recognise that socio-economic and other factors including negative stereotyping, prejudice and identity based bullying and harassment are barriers that can limit the life chances of many groups of people. We recognise the important role education has in raising aspirations and enabling the social mobility of people across the district.

We recognise our obligations under the Equality Act 2010 and the Human Rights Act 1998 as employers, service providers and community leaders. We will work to advance equality, address inequalities, combat discrimination and promote good community relations for the benefit of the full spectrum of stakeholders within the education service, including: children, young people, head teachers, governing bodies, teaching and non-teaching staff, volunteers, parents and the wider community.

The Authority will work to improve the life chances of all children in the district by removing barriers to educational attainment and personal development and will actively promote equality of opportunity for everyone.

Where appropriate we will use Positive Action provisions, as permitted by the Equality Act 2010, to address deep rooted and stubborn inequalities that stifle many minority groups and will seek to improve attainment and progression for all pupils and learners.

Admission to School

If your child is a new school entrant you should decide on the type of school required, this can be:

- English medium education (Welsh taught as a second language)
- Welsh medium education (education through the medium of Welsh, children become bi-lingual, entry to Welsh medium education is preferable at nursery level, but also possible at other stages)
- Denominational education (Faith based church voluntary aided and voluntary controlled schools)

Wrexham LA operates a single entry in September each year; your child should reach the age below to qualify:

Current School	New School	Age by 31/08/2017
N/A	Nursery	3
Nursery	Reception/Primary	4
Primary	Secondary	11

Admissions Timetable

All applications received by the LA closing date will be considered collectively. If a school is over-subscribed the admission authority will assess applications against their published criteria.

Admission Phases	Admission packs available to parents from:	Parents consideration period	Closing date for receipt of completed forms	Allocation period by Admitting authority	Parents informed by:	Closing date for appeals
Secondary	05/09/2016	05/09/2016 – 04/11/2016	04/11/2016	07/11/2016 – 27/01/2017	01/03/2017	17/03/2017
Reception	03/10/2016	03/10/2016 – 25/11/2016	25/11/2016	28/11/2016 – 03/03/2017	18/04/2017	05/05/2017
Nursery	03/01/2017	03/01/2017 – 24/02/2017	24/02/2017	27/02/2017 – 31/03/2017	12/05/2017	

Late applications will be considered using the same published criteria, however, should a school be over-subscribed then any late applications will be considered after those received by the LA closing date. This means that you may have less opportunity to be allocated to your preferred school if your application is received after the closing date. Parents who submit an application expressing preferences will have priority over those who don't.

The Process

- Step 1** Parents apply on-line for school places (see Admissions Timetable). Paper applications may still be made by calling into Contact Wrexham Centre to request an application form. Paper applications should be returned directly to the Local Authority.
- Step 2** Allocation of school places by LA/Admission Authority
- Step 3** Notification sent by LA/Admission Authority to parents

If you express a preference for a voluntary aided school or foundation school in Wrexham the relevant school will be sent your details. The timetable for admissions (page 3) also applies to voluntary aided and foundation schools. These schools are responsible for considering your child's application against others received in accordance with their own admission criteria. The school governors use the school's own admission criteria to rank applications and make offers of places. Any preferences not met will be returned to the LA and will be treated equally with other preferences expressed for Wrexham Community Schools.

If you apply for a place at a Wrexham community school which becomes over-subscribed, the LA applies their own published admission criteria to rank all preferences expressed to see who can be offered a place. The place that is offered will be the one that is available, and that best meets the preference expressed on the child's application.

Parents who wish to appeal over a refusal to a particular school must notify the LA in writing no later than 4.00pm on the published closing date. (There is no right of appeal for Nursery refusals). See page 15 for further information. Contact the Admissions Team should you need to discuss any admissions problems.

If the school for which you express a preference is in another county its admissions timetable may be different. Please contact the respective Local Authority (LA) to ensure you do not miss its closing date for applications (see page 89).

Transition to Secondary School

Provisional date for the common school transfer day - 29th June 2017. This is when Year 6 primary pupils visit their allocated secondary school.

Schools

Information on the admission of pupils is available from the Local Authority (LA). There are maps on pages 71 and 72 showing the location of all schools in the Wrexham County Borough area and a list on page 74 onwards with the addresses of all schools and names of the headteachers.

The following types of schools exist in Wrexham County Borough:-

Nursery Education

Nursery education is co-educational, provided on a part-time basis, at one nursery school in the town centre and in classes which are located in infant and primary schools in the Authority.

Primary Education

The County Borough Council has the following co-educational day schools:

Primary

Primary Community (English)	36
Primary Community (Welsh)	6
Primary Church in Wales Controlled	5
Primary Church in Wales Aided	9
Primary Catholic Aided	2

Secondary Education

There are 9 secondary schools in the County Borough, of which 7 are LA community schools, (which includes one Welsh medium), one Catholic and Anglican school and one foundation school. All secondary schools are co-educational day schools.

Welsh Medium Education

The Authority maintains a number of Welsh medium co-educational day schools, where Welsh is the main medium of delivery. The Authority also operates a part time support service for late comers to Welsh medium primary education. Children will receive intensive support in either their host school or, if there is demand from a small group, in one of the Welsh medium schools. A high percentage of pupils currently attending Welsh medium schools in Wrexham come from predominately English speaking homes. For further information see the School List on page 73.

Foundation Schools

There is one Foundation co-educational secondary high school maintained by the LA in Wrexham, The Maelor School, Penley.

Denominational Schools (Voluntary Controlled)

These co-educational day schools, whilst under the auspices of the LA as far as admissions are concerned, also offer an education which is founded on Christian principles and values. There are Church in Wales controlled primary schools at Eyton, Chirk Pentre, Talwrn Green (Borderbrook), Rossett (St Peter's), and Wrexham (St Giles).

Denominational Schools (Voluntary Aided)

These are voluntary aided co-educational day schools which are maintained jointly by the Local Authority and denominational bodies. All aided schools in the County Borough are either part of the Catholic or Church in Wales denominational groups. The Catholic primary schools in Wrexham are St Anne's and St Mary's. The Church in Wales primary schools are at Minera, Brymbo (St Mary's), Ruabon (St Mary's), Gresford (All Saints), Hanmer (St Chad's), Overton (St Mary's), Penley (Madras), Isycoed (St Paul's) and Bronington. St Joseph's Catholic and Anglican High School is a shared faith secondary school.

Admission to these schools is the responsibility of the governing body of each school with **places being allocated in accordance with their approved published criteria**, as defined by each respective governing body. Denominational and foundation schools' admission policies are published in this document and can also be viewed online at www.wrexham.gov.uk, following the link to School Admissions. The majority of places are allocated to Catholic and Church in Wales children who meet the criteria. A number of non-Catholic or non-Church in Wales pupils are also admitted in accordance with diocesan policy. The policy takes into consideration the desire of parents for a particular religious ethos for the education of their children. The LA will ensure that parents wishing to have their children educated at a denominational (Church) school will have the opportunity to express their preference for such a school.

Anyone interested in applying for places at Denominational Schools should approach the schools directly for further information before making their applications.

Special Education/Special Provision

The vast majority of Wrexham mainstream schools will be able to meet the needs of pupils with special educational needs through the implementation of appropriate strategies, individual interventions and programmes which are often recommended by external agencies.

For some pupils their special educational needs are best met in a smaller class within a mainstream school. These are called Resourced Provision. Wrexham County Borough Council has a number of these Resourced Provision classes in nursery, primary and secondary schools which meet the needs of pupils with a range of additional learning needs.

For a small percentage of pupils whose special educational needs are more significant, complex and long term it may be more appropriate to access specialist provision either at Y Canol, Ysgol Heulfan (aged 3-11) or at St Christopher's (aged 6-19).

Parents who wish to obtain further advice and information concerning special educational needs, should contact the Education Inclusion Service, Children and Young People Service, Lambpit Street, Wrexham, LL11 1AR (Tel: 01978 295498/5499).

The Special Educational Needs Policy can be accessed at www.wrexham.gov.uk, following the link to Education; Child Welfare; Special Educational Needs. For independent advice contact the Parent Partnership Co-ordinator, Wrexham & District Citizens Advice Bureau, 35 Grosvenor Road, Wrexham, LL11 1BT. (Tel: 01978 358526).

Policy and Procedures for Admission to Schools

The County Borough Council, as Local Authority (the LA), is responsible for determining the policy and procedure for admissions, and for the admission of all pupils to community primary, secondary and special schools and voluntary controlled schools. The LA will consult annually with school governing bodies and the Diocesan Education Authorities in relation to any changes in admission arrangements and published criteria.

The governing bodies of aided and foundation schools are responsible for determining the over subscription criteria and procedure arrangements for admissions, and for the admission of pupils to their schools. The LA will consult and co-operate with the governing bodies and the Diocesan Education Authorities in relation to admissions.

The LA will comply with statutory requirements and will give full recognition to the expression of parental preference and in the case of sixth form admissions, to the expression of a preference by a young person, in the context of its duty to ensure the provision of effective education and the efficient use of education resources. The LA will admit pupils up to the admission number of each school and will not refuse applicants for a particular school unless that school has reached its admission number, that being the number that can be admitted to a school in any one year group.

If we do not offer a child a place at this school, it is because the increase in numbers would adversely affect the education of our current pupils.

When a parent gives fraudulent or intentionally misleading information in order to obtain a place at a school for their child, the LA reserves the right to withdraw the offer of a place. Where a place is withdrawn, the application may be resubmitted and if refused, the parent is entitled to appeal against the decision.

Admission Forum/Consultation

The Education (Admission Forums) (Wales) Regulations 2003 requires all Admission Authorities to meet at least twice annually on proposed arrangements. Its role is: to consider existing admission arrangements within a forum area; to promote agreement on admission issues; to consider the admission literature produced by each admission authority; to monitor the admission of excluded children, children in public care (looked after children, or previously looked after children), children with special educational needs and children who arrive outside the normal admission round; and to consider any other admissions issues arising. Core members of the Forum comprise: representatives of the community and voluntary controlled schools, voluntary aided schools, foundation schools, parent governors, local community (Elected Members), and officers of the LA. In addition, representatives of neighbouring LAs, Early Years Partnerships and Special Education Needs are invited to attend. For further information about the Wrexham Schools Admission Forum, please contact the Admissions Team on 01978 298991.

Admission Procedure

The annual admission procedure, applicable to the relevant age group, includes the following stages:

- publication of information on individual schools (school prospectuses) and on the LA's services to the primary and secondary schools (this guide);
- arrangements to enable parents to express preferences as to which school they would wish their children to attend and in the case of sixth form admissions, expression of a preference by a young person;
- consideration of preferences by the LA/Admission Authority in accordance with the published admissions criteria and in compliance with preferences up to the admission number for each school;
- in cases where preferences are not met, parents may discuss the matter with the Admissions Officer of the Children and Young People Service and, in the event of no agreement being reached, to appeal to an independent appeals panel. The right to appeal does not apply at nursery stage;

Notes

- If two parents cannot agree on a preference of school, they must seek independent legal advice, and if necessary, an appropriate court order, before submitting their single application to the LA.
- Parents who express a preference other than at the normal stages/phases of admission will be given the same opportunities as those outlined under Policy and Procedures for Admission to Schools. Normally, a change in school can only be effected at the beginning of a school term but changes arising from exceptional circumstances maybe effected during the course of a school term.

Equal Preferences

All preferences received will be considered on the basis of **equal preferences**. This means parents will be able to express a number of preferences that will be considered in the same way without reference to a preference ranking. Where we are able to offer more than one school, we will offer the parent their highest ranked school that can be offered and withdraw all lower ranked offers. Late applications will continue to be considered after those that have been received by the published closing date.

Please note

Expressing a preference does not guarantee a place at your chosen community or voluntary controlled school, especially if that school is over-subscribed. If more parents apply for places at the school than the number of places available, the Authority will apply the over-subscription criteria for allocating places.

Care of a Child

Having care of a child or young person means that a person who the child lives with and who looks after the child, irrespective of what their relationship is with the child, is considered to be a parent in education law. Parents are asked to co-operate with school staff by providing the school with details of the persons with parental responsibility for a pupil, or who have care of the pupil. Any changes in the arrangements for parental responsibility or in the day-to-day care of the child should be notified to the school. Any reference to parents within this booklet relating to education matters also extends to include any individual who has care of the child(ren).

Parental Responsibility

Following changes made to the legislation regarding children in the Children Act 1989, which became law in October 1991, schools need to know who has 'parental responsibility' for each child. This is to ensure that proper authority is given when the school needs parental permission. It will also make sure those persons with parental responsibility, with which the child does not live, can be provided with school reports and given an opportunity to be involved in the child's education.

- Mothers always have parental responsibility.
- Fathers also have parental responsibility for a child if the father is married to the mother at the time of the child's birth. If the father was not married to the mother at the child's birth but subsequently marries the mother he then acquires Parental Responsibility. This continues after any divorce/separation/remarriage even if the child lives apart from them.
- Unmarried fathers have parental responsibility where the mother and father register the birth of the child together (this is an amendment to the Children Act 1989 which came into force on the 1st December 2003 and is not retrospective).
- Unmarried fathers, step-parents, relatives and other persons can obtain parental responsibility but they do not have it automatically.

Admission Arrangements

The LA will comply with its duty to provide an effective education system and in so doing, will have regard to the total resources, including accommodation and staffing, available to each school. It will consider the resource implications for the Authority and the impact on other education policies.

They are subject to:

- the LA's obligation to ensure that a pupil with a Statement of Special Educational Need is admitted to a school able to meet those needs;
- the LA's obligation to comply with the limitation on infant class size legislation;
- the LA's obligation to ensure the provision of effective education and the efficient use of resources; and any limitation which may arise in relation to a particular school resulting from the application of the admission number, which is the number of children that can be admitted to each year group during the school year.

Over-Subscription Criteria

In considering parental preferences, the criteria will be applied unless the LA has agreed with an individual governing body an alternative order of priority, as published in the school's prospectus. Where more parents have expressed a preference for a school in a particular year than there is room for, over-subscription criteria will be applied in the following rank order:

1. Looked After Children, or previously looked after children;
2. Children who have exceptional medical, or educational needs (additional learning needs), which in the opinion of the Admissions Authority justify admission to a particular school;
3. Children for whom the preferred school is the nearest suitable school to the pupil's home address, giving higher priority to pupils who also meet criteria (4) below;
4. Children who have a sibling attending the school on 1st September 2017;

Other children for whom criteria 1-4 above do not apply. If there are more applications than places a 'tie breaker' will be applied and the places will be allocated in distance order giving priority to those living nearest to the school, the LA consistently uses distances that are measured on a GIS mapping system.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of the over-subscription criteria.

Terms/Definitions Used in Over-subscription Criteria

Looked After Children

A 'Looked After Child' is deemed to be one who is 'Looked After' by a Local Authority in accordance with Section 22 of the Children Act. Wrexham County Borough Council follows regulations set by the Welsh Government to ensure that the interests of these most vulnerable children are protected. These children are given top priority in the over-subscription criteria for all schools, including applications outside of the normal admissions period. Applications for LAC children should be made by the relevant corporate parent.

GIS Mapping - Distance

Distances are measured by the shortest available walking route from home to school, which may include public footpaths. The shortest available route is one along which it is considered safe for a child without a disability or learning difficulty to walk the route alone, or with an escort if the age of the child would call for such in accordance with Welsh Government – ‘Learner Travel Statutory Provision and Operational Guidance’. <http://gov.wales/docs/dcells/publications/140616-ltogg-en-v2.pdf>

Medical Need/ALN

If the child has a particular medical need (e.g. a disability that may make travel to a school further away more difficult) supporting evidence must be produced before the end of the allocation period, setting out the reasons why the school in question is the most suitable school and the difficulties that would be caused if the child had to attend another school, for example, a letter from a registered health professional such as a doctor or social worker. The evidence will be assessed in consultation with relevant Senior Managers.

Nearest Suitable School

A ‘suitable school’ is deemed to be:

- The LA maintained school closest to the pupil’s home by the shortest available walking route
* see GIS mapping – distance definition which provides education for the relevant age, ability and aptitude of a pupil and for any special educational needs that he/she may have;
- The nearest Welsh medium school; or
- The nearest suitable denominational school.

When making the decision about the ‘nearest suitable school’ the Authority will accept only the pupil’s home address and not that, for example, of childminder or grandparents. Parents may be asked to provide official documentation showing home address. Parents are advised that a school place may be lawfully withdrawn if the information given on their application is fraudulent or misleading.

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children’s Act 1989 and any person who has care of the child. Where responsibility for a child is ‘shared’ the person receiving Child Benefit is deemed to be the person responsible for completing an application and whose address will be used for admission purposes.

‘Residing In’ and ‘Home Address’

Sadly, every year, some parents attempt to gain an unfair advantage to obtain admission to the Wrexham school of their choice by manipulating or mis-stating the address at which the child lives. We have an obligation on behalf of other parents and to the integrity of the admissions process to investigate when information comes to our attention. The consequences of these actions can be long lasting and harmful to their children, to relationships with fellow pupils, to the parents’ relations with the school, other parents, neighbours and the community. Please therefore carefully note the following before completing your application(s).

The address on the form must be the child’s current permanent place of residence.

By permanent we mean where your child physically resides and sleeps for the majority of the week, not for a limited time and not somewhere where the child is temporarily staying for a short time.

This will usually be the parents' address. If the parents don't reside together, the address must be of the parent with whom the child spends most time– usually the parent receiving child benefit (where applicable). If there is equal, shared custody of the child, it is left to the parents to decide which address to use but we may ask to see a Court Order or other evidence to confirm this arrangement exists. You should not use a business, relative or carer/childminder's address. If for any reason you are not the parent or a child's living arrangements are unusual please explain on the form and supply evidence.

An application can only be made from one address and only one application per child can be made.

If you cannot agree which school your child should attend with another parent, you should immediately take your own legal advice regarding making an urgent application to the Court.

Should it be necessary to request evidence we may require a number of items to show where you live with your child,

Acceptable evidence includes for example:

- i) driving license
- ii) child benefit,
- iii) a council tax bill in your name covering the application and/or allocation period
- iv) a utility bill in your name covering the application and/or allocation period
- v) a copy of your signed tenancy agreement covering the application and/or allocation period or evidence from any lease or agreement which confirms your right to reside at an address
- vi) such other evidence as appears to us to be reasonable

The Local Authority will check the address provided on your application against the records we hold for your child's current school/nursery, and we may request information and evidence from you if they differ. We may also check council tax records. If you have not provided your council tax reference number on your application we may write to ask you to provide additional proof of your address.

For allocation purposes, any offer of a school place is based on where your child lives at the end of the allocation period and is conditional on your child living at that address, unless you have notified us of, and we have accepted, a subsequent move.

Should you move after applying but during the allocation period you **must** provide us with proof of your new address. Acceptable evidence includes for example:

- i) a solicitor's letter confirming that completion has taken place on the purchase of a property; or
- ii) a copy of the current rental agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of serving H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or CHQ.

We will investigate all applications where there is doubt about the address being given.

Address warning

Use of false, misleading, incomplete or inaccurate information may lead us to withdraw an offer of a place, even after a child has started at a school.

A school place(s) may be withdrawn if parents provide the incorrect address on their initial application form, or at any point thereafter during the allocation period. We will not accept a temporary address if you still have a property that was previously used as a home address, unless there are exceptional circumstances that clearly demonstrate that it can no longer be your permanent address. Nor will we accept a temporary address we reasonably believe is being used solely or mainly to obtain a school place. You may be asked to supply additional information to explain why you are not able to use your permanent address.

The Local Authority will investigate all allegations of false addresses. The burden of evidence lies with the parents to provide sufficient documentation to support permanent residence at the address used.

Should anyone believe that someone may be using a false address to obtain a place at a particular school, the Local Authority would encourage them to contact the admissions team with their information, and if possible with supporting evidence. Whilst the council will seek to reasonably investigate all information, we are bound by Data Protection rules not to discuss individual circumstances of parents and children.

Sibling (brother/sister)

Brothers and sisters whether full, half, step or foster will be considered siblings where living together in the same family unit in the same family household and address and where a sibling will still be registered at the school on 1st September 2017. Children residing in the same household as part of an 'extended family', such as cousins, will not be treated as siblings.

Multiple birth children (e.g. twins or triplets)

The Welsh Government's School admissions code states that infant classes must not contain more than 30 pupils with a single school teacher, but the code considers multiple births to be an exception and they can be admitted in excess of the published admission number. When one sibling from multiple births is allocated the last remaining place the remaining siblings will be admitted as exceptions.

Proximity

Proximity will be measured by the LA from the front door of the home to the nearest school gate, using the shortest available walking route which is considered safe for a child to walk, measured on a GIS mapping system. In the case of equal distances, such as a flat in a block of dwellings, the ground floor flats would be regarded as nearer than flats on higher floors.

The shortest available route is one along which it is considered safe for a child without a disability or learning difficulty to walk the route alone, or with an escort if the age of the child would call for such.

Gypsy and Traveller Children

Children from the gypsy traveller community or travelling groups will be treated in accordance with the School's Admissions Code of Practice 2013 and with reference to the Welsh Government Circular No: 003/2008 'Moving Forward – Gypsy Traveller Education'.

Limitation on Infant Class Sizes

The Welsh Government, as outlined in The Education (Infant Class Sizes) (Wales) (Amendment) Regulations 2013, is committed to ensuring that no child aged 5, 6 and 7 years will be in a class of more than 30 pupils for every one qualified teacher. **The statutory infant class size limit of 30 pupils applies to reception, year 1 and year 2 classes.**

Interviews

Interviews are not used as part of the application or admission process to those schools maintained by the Authority and headteachers are unable to offer, or promise, places in their schools; that is the role of the relevant Admission Authority.

Waiting Lists (over-subscription)

In the event that a parent is refused a place for their child, at their preferred school during the normal admissions round, the LA will, in agreement with the parent, place the child's name on a waiting list that will remain open until 30 September.

Placing a child's name on the waiting list does not affect the parent's right of appeal against the refusal to admit. Should a place become available before admission appeals are heard, those places will be offered to parents with a child on the waiting list. **Placing a name on a waiting list is not a guarantee of an eventual place, as places are ranked and offered in accordance with the over-subscription criteria and not according to the date when the application was submitted or when a child's name was added to the waiting list.**

Where applications to transfer between schools outside the normal admission stages are refused, the LA will, in agreement with the parent, place the child's name on a waiting list that will remain open until the end of the term for which the application was made.

Admission to Schools in Other LAs and Independent Schools

Parents wishing to express a preference for a school in another LA, other than Wrexham County Borough, should submit a Wrexham LA application, either on-line or paper based. The Authority collates this information and passes it to neighbouring authorities, or direct to independent schools. However parents must ensure they contact the appropriate admissions authority to request any additional application forms that may be required in order to complete the application process. Under the Transport Policy unless the requested school is the nearest suitable school, this LA will not be responsible for meeting the costs of transport between home and school.

Parents should, however, still state multiple preferences for schools in Wrexham in case their application for a non-County Borough or Independent school is unsuccessful.

Children living outside Wrexham County Borough will be admitted in accordance with the stated criteria (page 9). Parents will need to be aware that the timetable for admissions to out of county schools may differ to Wrexham's and should contact the school or LA directly to ensure applications are submitted by the closing date. (Addresses of neighbouring LA's are detailed on page 80).

It is the policy of this Authority to place school age children in appropriate independent schools only in very exceptional cases. The Authority will consider such a placement where it considers that a special aptitude or need of the child requires special education beyond that which can be provided within the County Borough.

Admissions to Funded Early Education

Funded Early Education provides the start of the Foundation Phase curriculum in Wales. It is available to children who reside in Wrexham the term after their 3rd birthday.

Funded Early Education approved settings could be a playgroup; private day nursery or in a nursery class/early years unit within a local school. This funding is available for only one setting at a time.

From 5th September 2016 parents can apply on-line at www.wrexham.gov.uk alternatively paper applications will be available from Contact Wrexham.

Application dates

January (Spring term) intake	-	5th September 2016 - 21st October 2016
After Easter (Summer term) intake	-	3rd January 2017 – 17th February 2017

Late applications will be processed after those received on time.

For information on early education provision within funded settings in Wrexham, please contact: Early Education Admissions on 01978 295430 / www.wrexham.gov.uk/EarlyEducation Wrexham Family Information Service on 01978 292094 / fis@wrexham.gov.uk

Note

Admission to an Early Education (3 year old) setting at a particular setting/ school does not guarantee subsequent admission to nursery at that school as a separate formal application needs to be made.

Admission to Schools Maintained by the LA

Nursery Education

Admissions to nursery classes are the responsibility of the relevant admission authority. The 'admission authority', is in this instance the local authority in the case of community schools and the governing body in voluntary or aided schools. The admission authority will admit a child to nursery school in the September following their 3rd birthday. Nursery schooling, in both English and Welsh medium schools within the Authority, is provided on the basis of 5 x 2.5 hour sessions per week, for each child. Though every effort will be made to meet parental preference, nursery education is not compulsory and parents have no right of appeal under Education Legislation if they are unsuccessful in gaining a nursery place for their child at the school of their preference.

Parents may express a preference for any school irrespective of where the home is in relation to the school, however, expressing a preference does not guarantee a place at that school.

Note

Admission to a nursery class or unit at a particular primary school does not guarantee subsequent admission to reception at that school as a separate formal application needs to be made.

Transport to nursery school will only be provided by the Authority in exceptional circumstances. In the event of over-subscription, applications for nursery places shall be dealt with by applying the published criteria (see page 9).

Applications can be made on-line at www.wrexham.gov.uk from 3 January 2017. If parents prefer to complete a paper application, forms will be available from Contact Wrexham Centre. Parents may be asked to provide official documentation showing their child(ren)'s date of birth.

Maintained Primary School Admission - Admission to Reception

Admissions to reception classes are the responsibility of the relevant admission authority. The 'admission authority', is in this instance the local authority in the case of community schools and the governing body in voluntary or aided schools. The admission authority will admit a child to a primary school in the September following their 4th birthday.

Once a reception place has been offered and accepted, some parents may wish to defer their child's entry until the start of the term following the child's fifth birthday. Parents would not however be able to defer entry beyond this point, nor beyond the academic year for which the original application was accepted. It should also be noted that the statutory Foundation Phase 'Framework for Children's Learning for 3 to 7 year olds in Wales' is a continuous teaching and learning framework which commences the term following a child's third birthday. Deferment would lead to a gap in this provision causing a lack of continuity in a child's early education.

Parents may apply on-line at www.wrexham.gov.uk from 3 October 2016 for a reception place for their child. If parents prefer to complete a paper application, forms will be available from Contact Wrexham Centre. Admission (which is the responsibility of the County Borough Council for community schools) will be based on the criteria listed on page 9. Parents may be asked to provide official documentation showing their children's date of birth. If the Authority is unable to allocate according to parents' first preference then they are entitled to appeal against that decision. The right to appeal applies to all stages, except nursery which is non-compulsory educational provision (please refer to 'Appeals' page 15).

Admission to Secondary School in Wrexham County Borough

Parents are invited to express their preference for a secondary school for their child. Applications can be made on-line at www.wrexham.gov.uk from 5 September 2016. If parents prefer to complete a paper application, forms will be available from Contact Wrexham. Although every effort will be made to conform with parental preference, where a school is over-subscribed, the over-subscribed criteria will be applied.

Parents applying for places at St Joseph's Catholic and Anglican High School, The Maelor School, Penley or an independent school or a school in another local authority must complete the LA's application process. If submitting a paper application, parents must also contact the school **as they may have to complete further admission forms for these schools.**

Parents who select a school other than the nearest suitable secondary school will be fully responsible for transporting their children to and from school (free transport will only be provided if the applicant meets the criteria of the County Borough's Transport Policy). If the admission authority is unable to admit according to parents' first preference, then they are entitled to appeal against that decision. Parents will be provided with details of this process within a reasonable timescale.

Appeals

If the Authority is unable to allocate a place at the school for which the parent has expressed a preference, the parent must contact School Admissions to request an alternative school. Information about the appeals process will be included in the refusal letter. The parent may then accept the alternative placement and may also give notice of their wish to appeal against the admission authority's decision to refuse to offer a place at the preferred school. Further details regarding this process will be made available to parents by contacting the Admissions Office. Appeals must be made in writing, giving the full reason(s) for wishing to appeal including any supporting evidence. Parents may be accompanied by a friend at the hearing and will be given an opportunity to present their case to an independent appeal panel. The decision of the appeal panel will be binding on all parties. Appeals relating to admissions into community and voluntary controlled schools should be sent in writing to the Head of Education at Lambpit Street, Wrexham, LL11 1AR.

All appeals to the foundation/aided sector are dealt with by the governing bodies of those schools and should be sent in writing directly to the governing body of the particular school.

The right to appeal does not apply at nursery stage.

Transfer Between Schools Outside of Normal Admission Times

Transfers normally take place at the beginning of each term, only in exceptional circumstances should a transfer take place at any other time. A straightforward transfer should not take longer than 15 school days to process. Please note where there are significant issues such as behaviour difficulties the transfer may take longer. It is essential that pupils remain in school while the transfer request is being processed.

The Authority is prepared to consider requests for transfers between schools other than at normal admission times when it is in the best interests of the child(ren). However, Years 10 & 11 in a secondary school are considered to be a '2 year course' consequently transfer requests to another school within Wrexham, after Year 9, often have a negative impact on pupils' academic progress and are not considered appropriate by the Local Authority.

Parents seeking transfer other than at the normal transition times are advised as a first step, to discuss their child's progress and any problems with the headteacher of the child's present school. Following these discussions, parents who still wish to seek a transfer, should contact the LA Admissions Authority. The transfer request will be considered within the context of the Authority's admission policy. If the admission authority is unable to admit in accordance with the parents' preference, then the parents are entitled to appeal against that decision.

Public Qualifications

All qualifications for which pupils are prepared in school time must be approved by the Department for Education and Skills in Wales (DfES) and the Database for Approved Qualifications in Wales (DAQW).

Education After Compulsory School Age

Pupils who wish to continue their education beyond compulsory school age may remain at their secondary school, providing the school offers post-16 education courses. Alternatively they may apply for a place at another school that has post-16 provision or at a local further education establishment. In Wrexham this provision is offered at Ysgol Rhiwabon, The Maelor School Penley, Ysgol Morgan Llwyd for Welsh Medium Provision, St Christopher's School for Special Needs Provision and Coleg Cambria. (see addresses on page 84 onwards).

School Leaving Dates

This is the last Friday in June in the school year in which a child reaches the age of 16. Until that date:

- parents must ensure their child's participation in education at school or otherwise;
- employers may not employ a child full time; training providers may not provide full-time Government sponsored training.

Denominational Schools Admissions Policies 2017-2018

CATHOLIC PRIMARY SCHOOLS

Saint Mary's Catholic Primary School, Wrexham

Admissions To Reception September 2017

The Admissions Policy for the school is based on the requirements of the primary and secondary legislation in force.

Non-statutory guidance is issued also by the Diocese of Wrexham. The law in Wales does not require a child to start school until the start of the term following the child's fifth birthday. In Saint Mary's children of the age of four will be admitted to the Reception class in the September of the School Year in which they attain their fifth birthday. The reception class is the normal year of entry to the school.

There are arrangements in the legislation to deal with in-year requests for admission to reception and other year groups. The Governing Body's Admissions Panel will consider these on an ad hoc basis and respond within 10 working days of receipt.

Separate admissions arrangements operate for the nursery class and in no way entitle the child to a place in the reception class.

The LA has set the Admission Number by formula to 41. The Governing Body will admit up to that number without any conditions, irrespective of faith. Applications for a place at the school must be made on the appropriate form and returned to the school by the published date at the latest.

If the school is named in a statement of special educational needs, the Governing Body has a duty to admit the child.

If the Governing Body as Admissions Authority has offered the place on the basis of a fraudulent or intentionally misleading application from a parent, the offer of the place will be withdrawn.

Where the place has been fraudulently obtained and the child has already started at the school, the length of time at the school will be taken into account in reaching any decision to withdraw the place.

Oversubscription

If the number of applicants exceeds the Admission number, the Admissions Panel appointed by the Governing Body will apply the following oversubscription criteria in order of priority:

1. Baptised Catholic children who are looked after or who were previously looked after in public care.
2. Looked after children or previously looked after children who are not of the Catholic faith.
3. Children who have a brother or sister in school on the date of admission. This may be a full, half or step brother or sister and includes siblings who may be adopted or fostered. The Admission arrangements will ensure that multiple birth children are not separated.
4. Baptised Catholic children within the parishes of Wrexham St Mary, Llay (with Rossett), Ruabon (with Chirk and Llangollen), and Overton; the parishes the school serves. (Note: The LA does not include Overton in its provision of transport to St Mary's). A map of the Wrexham town area covered by Saint Mary's Parish is available on request from the School.

For Catholic children in categories 1, 3 and 4, the Admissions Panel will need to see an original Birth Certificate and Baptismal Certificate, together with a written reference on the prescribed form from the Parish Priest.

5. Children of other Christian denominations, whose parents have a genuine desire for them to be educated in a Catholic school, and who are fully supportive of its Catholic ethos.

The Admissions Panel will need to see an original Birth Certificate and Baptismal Certificate, together with a written reference on the prescribed form from the Parish Priest or Minister of Religion

6. Children of other faiths whose parents demonstrate a commitment to the ethos of the school. A written testimonial from the relevant Minister of Religion/faith leader will be required.

7. Children whom the LA has asked the school to place.

If there is oversubscription in any of the categories above, the Admissions Panel will offer places to children living nearest to the school as measured by the shortest distance between the front door to the home or flat/apartment complex and the main school gate, using public highways, and confirmed by the database used by the LA's Transportation Department.

Where there is oversubscription overall, the School will maintain a waiting list and use it to prioritise any places which may fall vacant prior to the commencement of the School year in September. The waiting list will be kept open until the end of September.

While the legislation provides for class sizes of no more than 30, guidance from Welsh Government for the 2017 admissions year allows for additional exceptions to this requirement in respect of

- Previously looked after children in public care
- Children of armed forces personnel
- Twins/multiple birth children

Procedures for the Admission Year 2017

1. The school will advertise its admission dates in each of the parishes it serves in September 2016.
2. Admission/preference forms for 2017 will be sent out by the school in September 2016. They should be returned to the school no later than the published date.
3. The School will organise familiarisation visits for parents who have stated a preference for St Mary's: for non Catholic parents this will include a briefing on the Catholic nature of the school, its ethos and curriculum provision.
4. Parents will be notified by 18th April 2017* whether or not a place has been allocated.
*This date will be amended to coincide with the common admission date set by the LA under its own Admissions policy.
5. If their application is unsuccessful, parents have a right of appeal to an Independent Appeals Panel. If it has not been possible to allocate a place to a child, parents will be informed of this right in the decision letter.
6. Parents wishing to appeal will be asked to contact the Chair of Governors at the school in the first instance and they will advise them on how to contact the Independent Appeals Panel.
7. Any appeal must be lodged in writing no more than 20 working days after the receipt of the allocation letter. Appeals will be heard within 30 school days of the specified closing date for the receipt of appeals.

Notes

1. The Governing Body will need to confirm the arrangements for admissions in 2017 by 15th April 2016.
2. The Governing Body has already consulted formally on its policy for Admissions in 2016 with the Governing Body of St Anne's Catholic Primary School Wrexham as Admission Authority for the school, and with Wrexham, Flintshire and Denbighshire LAs, together with the Diocese of Wrexham.
3. That consultation raised no issues which required the Governing Body to amend the policy. The Admissions Policy for 2017 is identical to that previously the subject of consultation and the Governing Body will therefore determine its Admission arrangements for 2017 before 15th April 2016 and without the need for further consultation.
4. The Governing Body as Admission Authority must send a copy of its determined admission arrangements to the LA by 1st June 2016 to allow them to complete a composite prospectus.
5. Arrangements for September 2018 and thereafter will need to be considered and determined by the same process and timescale (subject to any statutory variation). The Governing Body has agreed that this shall be a standing item of Governor Business in an Autumn Term meeting of each school year. As part of this annual review, the Governing Body will determine formally whether Consultation in accordance with the Regulations is appropriate or not.

St. Anne's Catholic School Admissions Policy

This admissions policy has been formally adopted by the governing body of St. Anne's Catholic Primary School, Wrexham. As a voluntary aided school, the governing body is the admissions authority and is responsible for the school's admissions arrangements. It is guided by the law and by its duty and responsibilities to the Bishop and the Trustees, to preserve the Catholic character of the school and to maintain provision of the Church's work in education.

St Anne's Catholic Primary School is in the Diocese of Wrexham and serves the parish of St Anne's. As a Church school, we ask all parents applying for a place here to recognise and respect the distinctive ethos and education the school provides and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for a place here.

The school accepts pupils between the ages of 3 and 11 years of age. The published admission number (PAN) for the school is 24 (under review). The School Standards and Framework Act 1998 requires LA's and Governing Bodies to admit pupils up to the school's pupil admission number. Admission forms can be obtained from the school and they can also be completed online. The timescale of the Local Authority (LA) admission timetable is followed for the handing out, consideration period and return of these forms.

Late Applications

The school will consider late applications in cases where a viable reason is given. These include special circumstances such as where a family has just moved into the area, or is returning from abroad, provided applications are received before offers of places are made.

Parents will receive written notification of all admission applications

Pupils are admitted to the Nursery, which is part of our Early Years class in the academic year in which they are four – that is, any child who is three by the 31st August can be admitted in September.

Nursery provision is a statutory entitlement but it is not compulsory; admission to Nursery does not guarantee admission to Reception; if a child has a place in our Nursery the appropriate application form for admission into Reception must be submitted within the prescribed timescale of the annual admissions round.

Pupils are admitted to Reception in the academic year in which they are five i.e. any child who reaches the age of four by 31st August can be admitted in September. A parent may defer their child's entry until the term following their fifth birthday.

Looked after and previously looked after children

Looked after and previously looked after children are a priority. If the school is oversubscribed, these children will be admitted before others, except those with a statement of special education needs that names the school.

Children from the Gypsy traveller community or travelling groups will be treated in accordance with Welsh Assembly Government Circular No: 003/2008 'Moving Forward - Gypsy Traveller Education'.

The school will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

Oversubscription Criteria

The Governors have agreed that in the event that the number of applications exceeds the number of places available, then the following criteria will be applied in the order set out below, to decide which pupils to admit.

1. Looked after children and previously looked after children who are baptised Catholic.
2. Other looked after and previously looked after children.
3. Baptised Catholic children whose home address is within the parish boundaries named for the school. A map showing the parish boundaries of St Anne's is available at the school or on the school website.
4. Baptised Catholic children whose home address is outside of the parish served by the school for whom this is their nearest Catholic school.
5. Children who will have an older sibling attending the school in September 2017; so not in Year 6. (see definition of sibling in the later section of the policy)
6. Children, who are baptised or dedicated members of other Christian Churches.
7. Children of other faith traditions whose parents express a desire for a Church School education.
8. Pupils whose parents seek a faith-based education for them in a Catholic school.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of oversubscription criteria.

Governors will seek confirmation of these details from the local priest on a supplementary form which is available from the school.

Within each category those living nearest to the school are accorded higher priority. The distances are calculated by use of the Local Authority Geographical Mapping System which accurately measures the distance from the home address to the school using a safe walking route. If distances are equal, as calculated by the GIS system, for example a flat in a block of dwellings with the same front door entrance, a differentiation by floor level will be used.

Definitions used under the policy

‘Parents’ include all those people who have a parental responsibility for a child as set out in the Children’s Act 1989. Where responsibility for a child is ‘shared’, the person deemed to be the person responsible for completing the application is the person receiving Child Benefit and whose address will be used for admission purposes.

Parental Responsibility (from current guidance):

Unless otherwise determined by a court order:

- Mothers automatically have parental responsibility
- Fathers also have parental responsibility for a child if the father is married to the mother at the time of the child’s birth. This continues after any divorce/separation/remarriage even if the child lives apart from them
- Unmarried fathers have parental responsibility where the mother and father register the birth of the child together (this is an amendment to the Children Act 1989, which came into force on 1st December 2003 and is not retrospective)
- Unmarried fathers, step-parents, relatives and other persons can obtain parental responsibility but they do not have it automatically. In such cases parental responsibility can be granted through a residency order; being appointed a guardian; being named in an emergency protection order (limited to taking reasonable steps to safeguard or promote the child or young person’s welfare); or by adoption.

In case of dispute between parents, where more than one parent has parental responsibility and they do not agree to an application being made to a particular school, a temporary school place will be offered until any dispute is resolved by both parents as a personal matter.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister, half brother or half sister or is a foster child or adopted child living in the same family unit in the same family household and address who attends the preferred school in any year group excluding the final year. Biological siblings who attend the preferred school in any year group excluding the final year will also be treated as siblings irrespective of place of residence.

Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

‘Residing In’ and ‘Home Address’

The home address will be the address used for correspondence and is determined by where “Child Benefit” is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the home address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the closing date for applications set by the local authority. Families who are due to move house should provide

- i) a Solicitor’s letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

Waiting List

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

How religious affiliation is tested.

Definition of 'Catholic'

These are children who are baptised Catholic or have been formally received into the Catholic Church. All applicants seeking admission under criteria 3 or 4 must provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception will suffice.

Admission appeals

Nursery provision is a statutory entitlement. Parents have no right of appeal under the Schools Standards and Framework Act 1998 if they are unsuccessful in gaining a place. Admission to the Nursery class does not guarantee admission into the Reception class.

If we do not offer a child a place at this school, it is because the increase in numbers would adversely affect the education of our current pupils. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

The appeal will be considered by an independent admission Appeal Panel, nominated by the Diocese according to the Welsh Assembly Government's code of practice on school Admission Appeals. The Appeals Panel then meets to consider all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

Review

In accordance with the School's Improvement Plan, this policy will be reviewed every two years or sooner in the light of any changes in legislation or change in local circumstances.

CHURCH IN WALES PRIMARY SCHOOLS

Minera Voluntary Aided Primary School

Admission Policy

Minera Voluntary Aided Primary School accepts pupils between the ages of 4 and 11 years of age and the ages of 3 and 4 in the Nursery Class.

Admissions to this Voluntary Aided School are the responsibility of the Governing Body.

Applications can be made on-line at www.wrexham.gov.uk following the link to school admissions. Paper application forms can be obtained from Contact Wrexham, 16 Lord Street, Wrexham, LL11 1LG, for those parents who do not have an email address. The timescale of the Local Authority (LA) admission timetable is followed for the processing of applications.

In allocating places, members of the Governing Body's Admissions Sub-Committee will use some or all of the following criteria. These criteria will only be applied where there are more applications than places available. All applicants will be admitted unless the number of applications exceeds the Admission Number. The School Standards and Framework Act 1998 requires Admissions Authorities to admit pupils up to the school's admission number. Minera School's Admission Number is 17.

Children from the Gypsy traveller community or travelling groups will be treated in accordance with Welsh Assembly Government Circular No: 003/2008 'Moving Forward – Gypsy Traveller Education'.

Minera School will not discriminate between boys and girls or against applicants on the basis of race, colour, national or ethnic origin.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of oversubscription criteria.

Oversubscription Criteria

1. Looked after children and previously looked after children who are baptised member of the Church in Wales.
2. Other looked after and previously looked after children.
3. Home is within the parish of Minera. (Map of the parish is available on request).
4. The child's parent(s) (see definition of 'parents' in this section marked 'Definitions') are actual communicant members of the Church in Wales, and attend one of the churches in the Ecclesiastical Parish of Minera.
5. The child's parent(s) are actual communicant members of the Church in Wales attending a church other than St. Mary's, Minera.
6. The child's parent(s) attend a Christian church other than those mentioned above..
7. Pupils whose parents are active members of another faith and also express a desire for a Church School education.
8. The child has siblings (see definition section) who are registered pupils at the school in September 2017.
9. There are specific medical, social or educational reasons why the child should attend this school rather than another one. A letter from the relevant registered health professional such as doctor, will be required to justify the specific reasons.

For criteria 4 - 7 the Governors will seek information about the frequency of attendance at services and seek confirmation of these details from the local priest or minister on a supplementary form which is available on line or from the school.

Tie Breaker

Within each category those living nearest to the school are accorded higher priority. This is measured by using the shortest safe walking route. The distances are calculated by use of the Local Authority Geographical Information System (GIS) which accurately measures the distance from the home address to the school. This will be measured from the front door of the home to the nearest school gate. If distances are equal, as calculated by GIS, for example a flat in a block of dwellings with the same front door entrance, a differentiation by floor level will be used.

Late Applications

The school will consider late applications, in the normal admission round, in cases where a viable reason is given. These include when a single parent has been ill for some time, or a family has just moved into the area, or is returning from abroad provided applications are received before offers of places are made.

All other late applications for the normal admission round will be considered together after those received on time have been allocated places.

Waiting List

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

Admission Appeals

If we do not offer a child a place at this school, it is because the admission number has been reached and an increase in numbers would adversely affect the education of the year group. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal the decision. The information on how to appeal will be included with the letter informing you that application was unsuccessful. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

The appeal will be heard by an independent admission Appeal Panel, convened by the Diocesan Board of Statutory Education according to the Welsh Government's code of practice on school Admission Appeals. The Appeals Panel hears all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

The right to appeal does not apply at Nursery stage.

Allocation of Places

Pupils are admitted to the Nursery, which is part of our Lower Foundation Phase class in the academic year in which they are four – i.e. any child who is three by 31st August can be admitted in September.

Nursery education is a statutory entitlement but it is not compulsory. Parents have no right of appeal under the School Standards and Framework Act 1998 if they are unsuccessful in gaining a place. Admission to the nursery class does not guarantee admission to Reception. If a child has a place in our Nursery the appropriate application form for admission to Reception must be submitted within the prescribed timescale of the annual admissions round.

Nursery schooling will be provided in the morning or afternoon on the basis of 5 x 2.5 hour sessions per week for each child. Whether your child attends the morning or afternoon session will be determined by their date of birth with the oldest half of the group attending in the morning and the youngest in the afternoon.

In the event of oversubscription, applications for nursery places will be dealt with by applying the oversubscription criteria.

Pupils are admitted to Reception in the academic year in which they are five, i.e. any child who attains the age of four by 31st August can be admitted in September. A parent can defer their child's entry until the term following their fifth birthday.

Definitions and Interpretations

"Actual communicant member of the Church in Wales" means a person who is baptised, is on the electoral roll of a Church in Wales parish and has declared him/herself to be a member of the Church in Wales or a church in communion with it, and has received communion according to the use of the Church in Wales at least three times during the twelve months preceding the date of application.

*Reference to parents includes either or both parents or a sole parent and where only one of two parents satisfies the criterion, the application will be treated equally with applications where the criterion is satisfied by both parents.

*The expression "parents" includes legal guardians.

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is 'shared', the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

Parental Responsibility

Unless otherwise determined by a court order:

- Mothers automatically have parental responsibility
- Fathers also have parental responsibility for a child if the father is married to the mother at the time of the child's birth. This continues after any divorce/separation/remarriage even if the child lives apart from them
- Unmarried fathers have parental responsibility where the mother and father register the birth of the child together (this is an amendment to the Children Act 1989, which came into force on 1st December 2003 and is not retrospective)
- Unmarried fathers, step-parents, relatives and other persons can obtain parental responsibility but they do not have it automatically. In such cases parental responsibility can be granted through a residency order; being appointed a guardian; being named in an emergency protection order (limited to taking reasonable steps to safeguard or promote the child or young person's welfare); or by adoption.

In case of dispute between parents, where more than one parent has parental responsibility and they do not agree to an application being made to a particular school, a temporary school place will be offered until any dispute is resolved by both parents as a personal matter.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister, half-brother or half-sister, or is a foster child or adopted child living in the same family unit in the same family household and address and where a sibling will still be registered at the preferred school on 1st September 2017. Biological siblings who will still be registered at the preferred school on 1st September 2017 will also be treated as siblings irrespective of place of residence. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

'Residing In' and 'Home Address'

The Home Address will be the address used for correspondence related to where "Child Benefit" is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the end of the allocation period set by the Local Authority. Families who are due to move house should provide:

- i) a Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

How religious affiliation is tested

Reference to 'attend/are active members' from oversubscription criteria.

If you are applying under criteria 4 – 7 above, a Supplementary Information Form (SIF) can be obtained direct from the school. The SIF is to be returned to the school by the closing date for applications. The SIF alone does not constitute an application; parents must also complete the Common Application Form.

Member is defined as member of the Church in Wales by registration on the electoral roll of the parish.

Review

In accordance with the School Development Plan, this policy will be reviewed every two years or sooner in the light of any change of legislation or change in local circumstances. This policy is in line with the current Welsh Government School admission code and Welsh Government School admission appeal code.

St Mary's Church In Wales Aided School Admissions Policy, Brymbo

St. Mary's Church in Wales Voluntary Aided School accepts pupils between the ages of 3 and 11 years of age.

As a Church in Wales Aided School, the Governing Body of the School is responsible for the admission of pupils. Applications can be made on-line at www.wrexham.gov.uk or alternatively admission forms can be obtained from the School. The timescale of the Local Authority admission timetable is followed for the processing of applications.

The School Standards and Framework Act 1998 requires LA's and Governing Bodies to admit pupils up to the admission number which is 22.

The school will consider late applications in cases where a viable reason is given. These include when a single parent has been ill for some time, or a family has just moved into the area, or is returning from abroad provided applications are received before offers of places are made.

Parents will receive written notification of all admission applications.

Pupils are admitted to the Nursery, which is part of our Early Years class in the academic year in which they are four – i.e. any child who is three by the 31st August can be admitted in September. Nursery provision is a statutory entitlement, but it is not compulsory education. Admission to Nursery does not guarantee admission to Reception; if a child has a place in our Nursery the appropriate application for admission into Reception must be submitted within the prescribed timescale of the annual admissions round.

Pupils are admitted to Reception in the academic year in which they are five i.e. any child who attains the age of four by 31st August can be admitted in September. A parent can defer their child's entry until the term following their fifth birthday.

"Looked after children" / "previously looked after children" are a priority in the case of oversubscription these children will be admitted before all others except those with a statement of special education needs naming the school.

Children from Gypsy traveller community or travelling groups will be treated in accordance with Welsh Government Circular No: 003/2008 'Moving Forward - Gypsy Traveller Education'.

The school will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

Oversubscription Criteria

The Governors have agreed that in the event that the number of applications exceeds the number of places available, then the following criteria will be applied in the order set out below, to decide which pupils to admit.

- a) Looked after children/previously looked after children who are baptised members of the Church in Wales
- b) Other looked after children /previously looked after children
- c) Pupils whose home address is within the ecclesiastical parish boundaries of Brymbo (a map showing the ecclesiastical parish boundaries of Brymbo is available at the school and/or on the school website)
- d) Pupils with a sibling who will continue to be at the school in the next academic year i.e. not in Year 6. (see definition of sibling in the section of the policy marked 'Definitions')

- e) Pupils whose parents (see definition) attend St. Mary's Church, Brymbo.
- f) Pupils whose parents (see definition) are attached to another Anglican Church and for whom this is the nearest Aided School.
- g) Pupils whose parents (see definition) are active members of a non-Anglican Christian denomination and for them this is the nearest Church School.
- h) Pupils whose parents are active members of another faith and also express a desire for a Church School education.
- i) Other pupils

Exceptional medical circumstances (supported by medical evidence) may override the above.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of oversubscription criteria.

For criteria e-h the Governors will seek information about the frequency of attendance at services and degree of involvement in the work of the church and seek confirmation of these details from the local priest or minister on a supplementary form which is available from the school.

Within each category those living nearest to the school are accorded higher priority. This is measured using a safe walking route. The distances are calculated by use of a Geographical Information System which accurately measures the distance from the home address to the school. If distances are equal, as calculated by the GIS system, for example a flat in a block of dwellings with the same front door entrance, a differentiation by floor level will be used.

Definitions

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is 'shared', the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister, half brother or half sister or is a foster child or adopted child living in the same family unit in the same family household and address who attends the preferred school in any year group excluding the final year. Biological siblings who attend the preferred school in any year group excluding the final year will also be treated as siblings irrespective of place of residence.

Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

'Residing In' and 'Home Address'

The Home Address will be the address used for correspondence related to where "Child Benefit" is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the closing date for applications set by the Local Authority.

Families who are due to move house should provide:

- i) a Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

How religious affiliation is tested

Reference to "are members" and "active members" from oversubscription criteria.

If you are applying under criteria e-h above a Supplementary Information Form can be obtained direct from the school. The SIF is to be returned to the school.

Member is defined as member of the Church in Wales by registration on the electoral roll of the parish.

Admission appeals

Nursery provision is a statutory entitlement but it is not compulsory. Parents have no right of appeal under the School Standards and Framework Act 1998 if they are unsuccessful in gaining a place. Admission to the nursery class does not guarantee admission to reception the following year.

If we do not offer a child a place at this school, it is because the increase in numbers would adversely affect the education of our current pupils. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

The appeal will be considered by an independent admission Appeal Panel, administered by the Diocesan Board of Education according to the Welsh Assembly Government's code of practice on school Admission Appeals. The Appeals Panel then meets to consider all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

Review

In accordance with the School Development Plan, this policy will be reviewed every two years or sooner in the light of any change of legislation or change in local circumstances.

St Mary's Church In Wales Voluntary Aided School, Ruabon

Admissions Policy

St Mary's Church in Wales Voluntary Aided School accepts pupils between the ages of 3 and 11 years of age.

As a Church in Wales Voluntary Aided School, the Governing Body of the School is responsible for the admission of pupils. Applications can be made on-line at www.wrexham.gov.uk following the link to school admissions. Paper application forms can be obtained from Contact Wrexham, 16 Lord Street, Wrexham, LL111LG, for those parents who do not have an email address. In addition to making a Local Authority (LA) application, a supplementary information form (SIF) should be completed by those applying under the church criteria and returned directly to the school. The timescale of the Local Authority (LA) admission timetable is followed for the processing of applications.

The School Standards and Framework Act 1998 requires LA's and Governing Bodies to admit pupils up to the school's admission number which is 24.

The school will consider late applications in cases where a viable reason is given. These include when a single parent has been ill for some time, or a family has just moved into the area, or is returning from abroad provided applications are received before offers of places are made.

Parents will receive written notification of all admission applications.

Pupils are admitted to the Nursery, which is part of our Early Years class in the academic year in which they are four – i.e. any child who is three by the 31st August can be admitted in September. Nursery provision is a statutory entitlement but it is not compulsory education. Parents have no right of appeal under the School Standards and Framework Act 1998 if unsuccessful in gaining a place. Admission to Nursery does not guarantee admission to Reception; if a child has a place in our Nursery the appropriate application form for admission into Reception must be submitted within the prescribed timescale of the annual admissions round.

Pupils are admitted to Reception in the academic year in which they are five i.e. any child who attains the age of four by 31st August can be admitted in September. A parent can defer their child's entry until the term following their fifth birthday.

Looked after and previously looked after children

Looked after and previously looked after children are a priority in the case of oversubscription these children will be admitted before all others except those with a statement of special education needs naming the school.

Children from Gypsy traveller community or travelling groups will be treated in accordance with Welsh Assembly Government Circular No: 003/2008 'Moving Forward - Gypsy Traveller Education'.

The school will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

Oversubscription Criteria

The Governors have agreed that in the event that the number of applications exceeds the number of places available, then the following criteria will be applied in the order set out below, to decide which pupils to admit.

- a) Looked after children and previously looked after children who are baptised members of the Church in Wales
- b) Other looked after and previously looked after children
- c) Pupils with a sibling who will continue to be at the school September 2017. (see definition of sibling in the section of the policy marked 'Definitions').
- d) Pupils whose home address is within the ecclesiastical parish boundaries of Ruabon
- e) Pupils whose parents (see definition) attend St. Mary's Church.
- f) Pupils whose parents (see definition) attend another Anglican Church and for whom this is the nearest Aided School.
- g) Pupils whose parents (see definition) are active members of a non-Anglican Christian denomination and for them this is the nearest Church School.
- h) Pupils whose parents are active members of another faith and also express a desire for a Church School education.
- i) Children whose parents wish them to attend a Church in Wales School.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of oversubscription criteria.

For criteria e-h the Governors will seek information about the frequency of attendance at services and degree of involvement in the work of the church and seek confirmation of these details from the local priest or minister on a supplementary form which is available from the school..

Within each category those living nearest to the school are accorded higher priority. This is measured using the shortest safe walking route. The distances are calculated by use of a Geographical Information System which accurately measures the distance from the home address to the school. This will be measured from the front door of the home to the nearest school gate. If distances are equal, as calculated by GIS, for example a flat in a block of dwellings with the same front door entrance, a differentiation by floor level will be used.

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is 'shared', the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

Parental Responsibility

Unless otherwise determined by a court order:

- Mothers automatically have parental responsibility

- Fathers also have parental responsibility for a child if the father is married to the mother at the time of the child's birth. This continues after any divorce/separation/remarriage even if the child lives apart from them
- Unmarried fathers have parental responsibility where the mother and father register the birth of the child together (this is an amendment to the Children Act 1989, which came into force on 1st December 2003 and is not retrospective)
- Unmarried fathers, step-parents, relatives and other persons can obtain parental responsibility but they do not have it automatically. In such cases parental responsibility can be granted through a residency order; being appointed a guardian; being named in an emergency protection order (limited to taking reasonable steps to safeguard or promote the child or young person's welfare); or by adoption.

In case of dispute between parents, where more than one parent has parental responsibility and they do not agree to an application being made to a particular school, a temporary school place will be offered until any dispute is resolved by both parents as a personal matter.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister, half-brother or half-sister or is a foster child or adopted child living in the same family unit in the same family household and address and where a sibling will still be registered at the preferred school on 1st September 2017. Biological siblings who will still be registered at the preferred school on 1st September 2017 will also be treated as siblings irrespective of place of residence.

Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

'Residing In' and 'Home Address'

The Home Address will be the address used for correspondence related to where "Child Benefit" is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the closing date for applications set by the Local Authority. Families who are due to move house should provide:

- i) a Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

Waiting List

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

How Religious Affiliation is Tested

Reference to “attend / are active members” from oversubscription criteria.

If you are applying under criteria e-h above, a Supplementary Information Form can be obtained direct from the school or is available to print from the LA online admissions link. The SIF is to be returned to the school by the closing date for applications. The SIF alone does not constitute an application; parents must also complete the Common Application Form.

Member is defined as member of the Church in Wales by registration on the electoral roll of the parish.

Admission appeals

If we do not offer a child a place at this school, it is because the admission number has been reached and the increase in numbers would adversely affect the education of our current pupils. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal the decision. The information on how to appeal will be included with the letter informing you that your application was unsuccessful. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

The appeal will be considered by an independent admission Appeal Panel, convened by the Diocesan Board of Statutory Education according to the Welsh Government's code of practice on school Admission Appeals. The Appeals Panel then meets to consider all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

The right to appeal does not apply at Nursery stage.

Review

In accordance with the School Development Plan, this policy will be reviewed every two years or sooner in the light of any change of legislation or change in local circumstances.

St Chad's Church In Wales Aided School Admissions Policy, Hanmer

St Chad's Church in Wales Voluntary Aided School accepts pupils between the ages of 3 and 11 years of age.

As a Church in Wales Voluntary Aided School, the Governing Body of the School is responsible for the admission of pupils. Applications can be made on-line at www.wrexham.gov.uk following the link to school admissions. Paper application forms can be obtained from Contact Wrexham, 16 Lord Street, Wrexham, LL11 1LG, for those parents who do not have an email address. The timescale of the Local Authority admission timetable is followed for the processing of applications.

The School Standards and Framework Act 1998 requires LA's and Governing Bodies to admit pupils up to the school's admission number (AN) which is 13.

The school will consider late applications in cases where a viable reason is given. These include when a single parent has been ill for some time, or a family has just moved into the area, or is returning from abroad provided applications are received before offers of places are made.

Parents will receive written notification of all admission applications.

Pupils are admitted to the Nursery, which is part of our Early Years class in the academic year in which they are four – i.e. any child who is three by the 31st August can be admitted in September. Nursery provision is a statutory entitlement but it is not compulsory education. Parents have no right of appeal under the School Standards and Framework Act 1998 if unsuccessful in gaining a place.

Pupils are admitted to Reception in the academic year in which they are five i.e. any child who attains the age of four by 31st August can be admitted in September. A parent can defer their child's entry until the term following their fifth birthday.

"Looked after children and previously looked after children " are a priority in the case of oversubscription these children will be admitted before all others except those with a statement of special education needs naming the school.

Children from the Gypsy traveller community or travelling groups will be treated in accordance with Welsh Assembly Government Circular No: 003/2008 'Moving Forward - Gypsy Traveller Education'.

The school will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

The Admission number (AN) for the school is 13.

Oversubscription Criteria

The Governors have agreed that in the event that the number of applications exceeds the number of places available, then the following criteria will be applied in the order set out below, to decide which pupils to admit.

- a) Looked after children or previously Looked After Children who are baptised members of the Church in Wales
- b) Other looked after children and previously looked after children
- c) Pupils with a sibling who will continue to be at the school in September 2017. (see definition of sibling in the section of the policy marked 'Definitions'.
- d) Pupils whose home address is within the ecclesiastical parish boundaries of Hanmer (a map showing the ecclesiastical parish boundaries of Hanmer is available at the school and/or on the school website)
- e) Pupils whose parents (see definition) attend St Chad's Church Hanmer.
- f) Pupils whose parents (see definition) attend another Anglican Church and for whom this is the nearest Aided School.
- g) Pupils whose parents (see definition) are active members of a non-Anglican Christian denomination and for them this is the nearest Church School.
- h) Pupils whose parents are active members of another faith and also express a desire for a Church School education.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of oversubscription criteria.

For criteria e-h the Governors will seek information about the frequency of attendance at services and degree of involvement in the work of the church and seek confirmation of these details from the local priest or minister. A supplementary information form for this purpose is available from the school.

Within each category those living nearest to the school are accorded higher priority. This is measured using the shortest safe walking route. The distances are calculated by use of the Local Authority Geographical Information System (GIS) which accurately measures the distance from the home address to the school. This will be measured from front door of home to the nearest school gate.

If distances are equal, as calculated by GIS, for example a flat in a block of dwellings with the same front door entrance, a differentiation by floor level will be used.

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is "shared", the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

Parental Responsibility

Unless otherwise determined by a court order:

- Mothers automatically have parental responsibility
- Fathers also have parental responsibility for a child if the father is married to the mother at the time of the child's birth. This continues after any divorce/separation/remarriage even if the child lives apart from them
- Unmarried fathers have parental responsibility where the mother and father register the birth of the child together (this is an amendment to the Children Act 1989, which came into force on 1st December 2003 and is not retrospective)
- Unmarried fathers, step-parents, relatives and other persons can obtain parental responsibility but they do not have it automatically. In such cases parental responsibility can be granted through a residency order; being appointed a guardian; being named in an emergency protection order (limited to taking reasonable steps to safeguard or promote the child or young person's welfare); or by adoption.

In case of dispute between parents, where more than one parent has parental responsibility and they do not agree to an application being made to a particular school, a temporary school place will be offered until any dispute is resolved by both parents as a personal matter.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister, half brother or half sister or is a foster child or adopted child living in the same family unit in the same family household and address and where a sibling will still be registered at the preferred school on 1st September 2017. Biological siblings who will still be registered at the preferred school on 1st September 2017 will also be treated as siblings irrespective of place of residence.

‘Residing In’ and ‘Home Address’

The Home Address will be the address used for correspondence related to where ‘Child Benefit’ is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the closing date for applications set by the Local Authority.

Families who are due to move house should provide:

- i) a Solicitor’s letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

Waiting List

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

How religious affiliation is tested.

Reference to “attend / active members” from oversubscription criteria.

If you are applying under criteria e-h above a Supplementary Information Form (SIF) can be obtained direct from the school. The SIF alone does not constitute an application; parents must also complete the Common Application Form.

Member is defined as member of the Church in Wales by registration on the electoral roll of the parish.

Admission Appeals

If we do not offer a child a place at this school, it is because the admission number has been reached and an increase in numbers would adversely affect the education of the year group. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal the decision. The information on how to appeal will be included with the letter informing you that your application was unsuccessful. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

Appeals made during the timetabled admissions process must be heard within 30 school days of the deadline for their receipt.

Appeals made outside of the timetabled admissions process must be heard within 30 school days of their date of receipt.

The appeal will be considered by an independent admission Appeal Panel, convened by the Diocesan Board of Statutory Education according to the Welsh Government's code of practice on school Admission Appeals. The Appeals Panel then meets to consider all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

The right to appeal does not apply at Nursery stage.

Review

In accordance with the School, Assurance Statement for Schools, this policy will be reviewed annually or sooner in the light of any change of legislation or change in local circumstances.

St. Mary's Church In Wales Aided School Admissions Policy, Overton

St. Mary's Church in Wales Voluntary Aided School accepts pupils between the ages of 3 and 11 years of age.

As a Church in Wales Aided School, the Governing Body of the School is responsible for the admission of pupils. Applications can be made on-line at www.wrexham.gov.uk or alternatively admission forms can be obtained from the School. The timescale of the Local Authority admission timetable is followed for the processing of applications.

The School Standards and Framework Act 1998 requires LEA's and Governing Bodies to admit pupils up to the school's admission number which is 30.

The school will consider late applications in cases where a viable reason is given. These include when a single parent has been ill for some time, or a family has just moved into the area, or is returning from abroad provided applications are received before offers of places are made.

Parents will receive written notification of all admission applications

Pupils are admitted to the Nursery, which is part of our Early Years class in the academic year in which they are four – i.e. any child who is three by the 31st August can be admitted in September. Nursery provision is a statutory entitlement but it is not compulsory education. Admission to Nursery does not guarantee admission to Reception; if a child has a place in our Nursery the appropriate application form for admission into Reception must be submitted within the prescribed timescale of the annual admissions round.

Pupils are admitted to Reception in the academic year in which they are five i.e. any child who attains the age of four by 31st August can be admitted in September. A parent can defer their child's entry until the term following their fifth birthday.

"Looked after children" or "previously looked after children" are a priority. In the case of oversubscription the Governors will admit pupils best satisfying the legal requirements and current legislation. Children from the Gypsy traveller community or travelling groups will be treated in accordance with Welsh Assembly Government Circular No: 003/2008 'Moving Forward - Gypsy Traveller Education'.

The school will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

The Admission number for the school is 30.

Oversubscription Criteria

The Governors have agreed that in the event that the number of applications exceeds the number of places available, then the following criteria will be applied in the order set out below, to decide which pupils to admit.

- a) Looked after children/previously looked after children who are baptised members of the Church in Wales
- b) Other looked after children/previously looked after children
- c) Pupils whose home address is within the ecclesiastical parish boundaries of St. Mary's Overton and Erbistock (a map showing the ecclesiastical parish boundaries is available at the school)
- d) Pupils with a sibling who will continue to be at the school in September 2017. (see definition of sibling in the section of the policy marked 'Definitions').
- e) Pupils whose parents (see definition) are attached to St. Mary's Church Overton
- f) Pupils whose parents (see definition) are attached to another Anglican Church and for whom this is the nearest Aided School.
- g) Pupils whose parents (see definition) are active members of a non-Anglican Christian denomination and for them this is the nearest Church School.
- h) Pupils whose parents are active members of another faith and also express a desire for a Church School education.

Exceptional medical circumstances (supported by medical evidence) may override the above if the school has the facilities to accommodate the child.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of oversubscription criteria. For criteria (e-h) the Governors will seek information about the frequency of attendance at services and degree of involvement in the work of the church and seek confirmation of these details from the local priest or minister. A supplementary form for this purpose is available from the school.

Within each category those living nearest to the school are accorded higher priority. This is measured using the shortest safe walking route. The distances are calculated by use of a Geographical Information System which accurately measures the distance from the home address. This will be measured from front door of home to the nearest school gate. If distances are equal, as calculated by GIS, for example a flat in a block of dwellings with the same front door entrance, a differentiation by floor level will be used.

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is 'shared', the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister, half brother or half sister, or is a foster child or adopted child living in the same family unit in the same family household and address who attends the preferred school in September 2017. Biological siblings who attend the preferred school in September 2017 will also be treated as siblings irrespective of place of residence.

Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

'Residing In' and 'Home Address'

The Home Address will be the address used for correspondence related to where "Child Benefit" is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the end of the allocation period set by the Local Authority. Families who are due to move house should provide:

- i) a Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

Waiting List

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September (minimum) in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

How religious affiliation is tested

Reference to "are members" and "active members" from oversubscription criteria.

If you are applying under criteria e-h above a Supplementary Information Form can be obtained direct from the school. The SIF is to be returned to the school by end of March. The SIF alone does not constitute an application; parents must also complete the Common Application Form.

Member is defined as a member of the church in Wales by registration on the electoral roll of the parish.

Admission appeals

Nursery provision is a statutory entitlement but it is not compulsory. Parents have no right of appeal under the School Standards and Framework Act 1998 if they are unsuccessful in gaining a place. Admission to the nursery class does not guarantee admission to the reception the following year.

If we do not offer a child a place at this school, it is because the increase in numbers would adversely affect the education of our current pupils. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

The appeal will be considered by an independent admission Appeal Panel, convened by the Diocesan Board of Statutory Education according to the Welsh Government's code of practice on school Admission Appeals. The Appeals Panel then meets to consider all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

Review

In accordance with the School Development Plan, this policy will be reviewed every two years or sooner in the light of any change of legislation or change in local circumstances.

Madras Church In Wales Voluntary Aided School, Penley

Admission Policy 2017-2018

Madras Church in Wales Voluntary Aided School accepts pupils between the ages of 3 and 11 years of age.

As a Church in Wales Aided School, the Governing Body of the School is responsible for the admission of pupils. Applications can be made on-line at www.wrexham.gov.uk or alternatively admission forms can be obtained from school. The timescale of the Local Education Authority timetable is followed for the processing of applications.

The Education Reform Act 1988 requires LEA's and Governing Bodies to admit pupils up to the admission number, which is 17.

The school will consider late applications in cases where a viable reason is given. These include when a single parent has been ill for some time, or a family has just moved into the area, or is returning from abroad provided applications are received before offers of places are made.

Parents will be receive written notification of all admission applications.

Pupils are admitted to the Nursery, which is part of our Early Years class in the academic year in which they are four – i.e. any child who is three by the 31st August can be admitted in September. Nursery is a statutory provision; however, it is not compulsory education. Admission to Nursery does not guarantee admission to Reception; if a child has a place in our Nursery the appropriate application form for admission into Reception must be submitted within the prescribed timescale of the annual admissions round.

Pupils are admitted to Reception in the academic year in which they are five i.e. any child who attains the age of four by 31st August can be admitted in September.

"Looked after children" are a priority. In the case of oversubscription, the Governors will admit pupils best satisfying the legal requirements and current legislation.

Children from the Gypsy traveller community or travelling groups will be treated in accordance with Welsh Assembly Government Circular No: 003/2008 'Moving Forward - Gypsy Traveller Education'.

The school will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

Oversubscription Criteria

The Governors have agreed that in the event that the school is oversubscribed the following criteria will be applied in the order set out below, to decide which pupils to admit.

- a) Looked after children or previously looked after children who are baptised members of the Church in Wales.
- b) Looked after children or previously looked after children of other Faiths.
- c) Pupils whose home address is within the ecclesiastical parish boundaries of Madras School.* (giving a higher priority to pupils who also meet criteria (d) below) A map showing the ecclesiastical parish boundaries of Madras School is available at the school.
- d) Pupils with a sibling who will continue to be at the school in the next academic year i.e. not in Year 6. (see definition of sibling below).
- e) Pupils whose parents (see definition) attend to St. Mary Magdalene Church, Penley.
- f) Pupils whose parents (see definition) are attached to another Anglican Church and for whom this is the nearest Aided School.
- g) Pupils whose parents (see definition) are active members of a non-Anglican Christian denomination and for them this is the nearest Church School.
- h) Pupils whose parents are active members of another faith and also express a desire for a Church School education.
- i) Children whose parents wish them to attend this school
- j) exceptional medical circumstances (supported by medical evidence) may override the above. This applies to Point C onwards.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of oversubscription criteria.

For criteria e-h the Governors will seek information about the frequency of attendance at services and degree of involvement in the work of the church and seek confirmation of these details from the local priest or minister.

Within each category, those living nearest to the school are accorded higher priority. The distances are calculated by Wrexham Local Authority by use of a Geographical Information System which accurately measures the shortest walking route from the home address to the school. If distances are equal, as calculated by the council's GIS system, for example a flat in a block of dwellings with the same front door entrance, a differentiation by floor level will be used.

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is 'shared', the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister or is a foster or adopted child living in the same family unit in the same family household and address and where a sibling will still be registered at the preferred school on 1st September 2017. Biological siblings who will still be registered at the preferred school on 1st September 2017 will also be treated as siblings irrespective of place of residence.

Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

'Residing In' and 'Home Address'

The Home Address will be the address used for correspondence related to where "Child Benefit" is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the closing date for applications set by the Local Authority. Families who are due to move house should provide

- i) a Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

Waiting list

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30th September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

How religious affiliation is tested

If you are applying under criteria e-h above a Supplementary Information Form can be obtained direct from the school. The SIF is to be returned to the school by the 20th December 2016 for a Reception place and 20th March 2017 for a Nursery place. The SIF alone does not constitute an application; parents must also complete the Common Application Form.

Member is defined as member of the Church in Wales by registration on the electoral roll of the parish.

Admission appeals

Nursery education is a statutory provision but parents have no right of appeal under the Education Act 1980 if they are unsuccessful in gaining a place. Admission to the nursery class does not guarantee admission to Reception following year.

If we do not offer a child a place at this school, it is because the increase in numbers would adversely affect the education of our current pupils. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

The appeal will be considered by an independent admission Appeal Panel, administered by the Diocesan Board of Education according to the Welsh Assembly Government's code of practice on school Admission Appeals. The Appeals Panel then meets to consider all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

This policy is written in compliance with the following documentation:

- School Admissions Code Statutory Code Document No: 002/2009, July 2009
- Disability Discrimination Act 1995 and 2005.
- Sex Discrimination Act 1975.
- The Race Relations Act 1976
- Equality Act 2006
- Education Reform Act 1988
- The School Standards and Framework Act 1988 – the right to parental preference (s86(1)) and the right of appeal.
- The Education (Determination of Admission Arrangements) (Wales) Regulations 2006.
- The Education Act 2005 – priority for Looked After Children.
- The Education and Inspections Act 2006 (section 44) - prohibition on interviewing parents and children.
- The Education Act 2002 – repeal of the right to restrict admission based on a proportion of children from outside the faith group
- The School Information (Wales) Regulations 2011
- The Children Act 1989 Section 22 Looked After Children
- Learner Travel (Wales) Measure 2008
- Non-statutory guidance is issued also by the Welsh Assembly Government and the Diocese of St Asaph.

Review

In accordance with the School Improvement Plan, this policy will be reviewed every two years or sooner in the light of any change of legislation or change in local circumstances.

Bronington Church In Wales Voluntary Aided School

Bronington Church in Wales Voluntary Aided School accepts pupils between the ages of 3 and 11 years of age.

As a Church in Wales Aided School, the Governing Body of the School is responsible for the admission of pupils. Applications can be made on-line at www.wrexham.gov.uk following the link to school admissions. Paper application forms can be obtained from Contact Wrexham, 16 Lord Street, Wrexham LL11 1LG, for parents who do not have an email address. The timescale of the Local Authority (LA) admission timetable is followed for the processing of applications.

The School Standards and Framework Act 1998 requires LA's and Governing Bodies to admit pupils up to the school's admission number which is currently 17.

The School will consider late applications in cases where a viable reason is given. These include when a single parent has been ill for some time, or a family has just moved into the area, or is returning from abroad provided applications are received before offers of places are made.

Parents will receive written notification of all admission applications.

Pupils are admitted to the Nursery, which is part of our Foundation Phase in the academic year in which they are four – i.e. any child who is three by the 31st August can be admitted in September. Nursery provision is a statutory entitlement but it is not compulsory. Parents have no right to appeal under the School Standards and Framework Act 1998 if unsuccessful in gaining a place. Admission to Nursery does not guarantee admission to Reception; if a child has a place in our Nursery the appropriate application form for admission into Reception must be submitted within the prescribed timescale of the annual admissions round.

Pupils are admitted to Reception in the academic year in which they are five, i.e. any child who attains the age of four by 31st August can be admitted in September. A parent can defer their child's entry until the term following their fifth birthday.

Looked after and previously looked after children are a priority. In the case of oversubscription the Governors will admit pupils best satisfying the legal requirements and current legislation.

Children from the Gypsy traveller community or travelling groups will be treated in accordance with Welsh Assembly Government Circular No. 003/2008 "Moving Forward – Gypsy Traveller Education".

The School will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

Oversubscription Criteria

The Governors have agreed that in the event that the number of applications exceeds the number of places available, then the following criteria will be applied in the order set out below, to decide which pupils to admit.

- a) Looked after children and previously looked after children who are baptised members of the Church in Wales
- b) Other looked after and previously looked after children
- c) Pupils whose home address is within the ecclesiastical parish boundaries of Bronington and Bettisfield.* (giving a higher priority to pupils who also meet criteria (d) below)(a map showing the ecclesiastical parish boundaries is available at the school)
- d) Pupils with a sibling who will continue to be at the School in September 2017 (see definition).

- e) Pupils whose parents (see definition) attend Holy Trinity Church, Bronington
- f) Pupils whose parents (see definition) attend another Anglican Church and for whom this is the nearest Aided School.
- g) Pupils whose parents (see definition) are active members of a non-Anglican Christian denomination and for them this is the nearest Church School.
- h) Pupils whose parents are active members of another faith and also express a desire for a Church School education.

Please note, any child for whom the school is named in a statement of special education needs will be admitted before the application of oversubscription criteria.

For criteria e-h the Governors will seek information about the frequency of attendance at services and degree of involvement in the work of the church and seek confirmation of these details from the local priest or minister. A supplementary information form for this purpose is available from the school.

Within each category those living nearest to the school are accorded higher priority.

The distances are calculated by use of a Geographical Information System (GIS) which measures the distance from the front door of the home to the nearest school gate. If distances are equal, as calculated by the Council's GIS system, for example a flat in a block of dwellings with the same front door entrance a differentiation by floor level will be used.

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is "shared", the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister, half-brother or half-sister, or is a foster child or adopted child living in the same family unit in the same family household and address and where a sibling will still be registered at the preferred school on 1st September 2017. Biological siblings who will still be registered at the preferred school on 1st September 2017 will also be treated as siblings irrespective of place of residence.

Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

'Residing In' and 'Home Address'

The Home Address will be the address used for correspondence related to where 'Child Benefit' is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the closing date for applications set by the Local Authority.

Families who are due to move house should provide:

- i) a Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

Waiting List

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

How religious affiliation is tested

Reference to "attend" and "active members" from oversubscription criteria.

If you are applying under criteria e-h above, a Supplementary Information Form can be obtained direct from the school. The SIF is to be returned to the school by the 20th December 2016 for a reception place and 20th March 2017 for a nursery place. The SIF alone does not constitute an application; parents must also complete the Common Application Form.

Member is defined as member of the Church in Wales by registration on the electoral roll of the parish.

Admission Appeals

If we do not offer a child a place at this school, it is because the admission number has been reached and the increase in numbers would adversely affect the education of our current pupils. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal the decision. The information on how to appeal will be included with the letter informing you that your application was unsuccessful. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

The appeal will be heard by an independent admission Appeal Panel, convened by the Diocesan Board of Statutory Education according to the Welsh Government's code of practice on school Admission Appeals. The Appeals Panel hears all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

The right to appeal does not apply at Nursery stage.

Review

In accordance with the School Development Plan, this policy will be reviewed every two years or sooner in the light of any change of legislation or change in local circumstances.

All Saints' Church In Wales Aided School, Gresford

As a Church in Wales Aided School, the Governing Body of the School is responsible for the admission of pupils. Applications can be made on-line at www.wrexham.gov.uk or alternatively admission forms can be obtained from the School. The timescale of the Local Authority admission timetable is followed for the processing of applications.

The School Standards and Framework Act 1998 requires LA's and Governing Bodies to admit pupils up to the admission number, where there are sufficient applications for places.

The school will consider late applications in cases where a viable reason is given. These include when a single parent has been ill for some time, or a family has just moved into the area, or is returning from abroad provided applications are received before offers of places are made.

Parents will be receive written notification of all admission applications.

Pupils are admitted to the Nursery, which is part of our Early Years class in the academic year in which they are four – i.e. any child who is three by the 31st August can be admitted in September. Nursery provision is a statutory entitlement but not compulsory. Parents have no right of appeal under the School Standards and Framework Act 1998 if unsuccessful in gaining a place. Admission to Nursery does not guarantee admission to Reception; if a child has a place in our Nursery the appropriate application form for admission into Reception must be submitted within the prescribed timescale of the annual admissions round.

The Admission number for each year group is currently 45.

Pupils are admitted to Reception in the academic year in which they are five i.e. any child who attains the age of four by 31st August can be admitted in September.

"Looked after children" and "previously looked after children" are a priority. In the case of oversubscription the Governors will admit pupils best satisfying the legal requirements and current legislation.

Children from the Gypsy traveller community or travelling groups will be treated in accordance with Welsh Assembly Government Circular No: 003/2008 'Moving Forward - Gypsy Traveller Education'.

The school will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

Admissions Criteria

The Governors have agreed that In the event that the school is oversubscribed the following criteria will be applied in the order set out below, to decide which pupils to admit.

1. Looked after children and previously looked after children who are baptised members of the Church in Wales
2. Other looked after and previously looked after children
3. Children who have a brother or sister at the school, from Reception to Year 5, at the time of application.

4. Children of parents who live within the current Ecclesiastical Parish of Gresford. A copy of the map of the Parish of Gresford is available from the School Office.
5. Children whose parents are involved in the work and worship of the Parish Church of Gresford.
6. Children whose parents are involved in the work and worship of a neighbouring parish church and for whom this is the nearest aided school.
7. Children whose parents are involved in the work and worship of another Christian denomination and for whom this is the nearest aided school, subject to a supporting letter from the priest/minister of the Church which they attend.
8. Proximity to the school of the child's permanent home address and not, for example that of a childminder or grandparents.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of oversubscription criteria.

For criteria 5 - 7 the Governors will seek information about the frequency of attendance at services and degree of involvement in the work of the church and seek confirmation of these details from the local priest or minister on a supplementary form which is available on line or from the school.

Within each category those living nearest to the school are accorded higher priority. This is measured using the shortest safe walking route. The distances are calculated by use of a Geographical Information System which accurately measures the distance from the home address to the school. This will be measured from front door of home to the nearest school gate. If distances are equal, as calculated by the GIS system, for example a flat in a block of dwellings with the same front door entrance, a differentiation by floor level will be used.

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is 'shared', the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister or is an adopted or is a foster child living in the same family unit in the same family household and address who attends the preferred school in September 2017. Biological siblings who attend the preferred school in September 2017 will also be treated as siblings irrespective of place of residence. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

'Residing In' and 'Home Address'

The Home Address will be the address used for correspondence. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the end of the allocation period set by the Local Authority. Families who are due to move house should provide:

- i) a Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or
- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

Waiting Lists

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

Admission appeals

Nursery provision is a statutory entitlement, but it is not compulsory. Parents have no right of appeal under the School Standards and Framework Act 1998 if they are unsuccessful in gaining a place. Admission to the nursery class does not guarantee admission to the school reception class. If we do not offer a child a place at this school, it is because the increase in numbers would adversely affect the education of our current pupils. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

The appeal will be considered by an independent admission Appeal Panel, administered by the Diocesan Board of Education according to the Welsh Government's code of practice on school Admission Appeals. The Appeals Panel then meets to consider all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

Review

In accordance with the School Improvement Plan, this policy will be reviewed every two years or sooner in light of any change of legislation or change in local circumstances.

St. Paul's Church In Wales Aided School, Is y Coed

St Paul's Church in Wales Voluntary Aided School accepts pupils between the ages of 3 and 11 years of age.

As a Church in Wales Aided School, the Governing Body of the School is responsible for the admission of pupils. Applications can be made online at www.wrexham.gov.uk following the link to school admissions. Paper application forms can be obtained from Contact Wrexham, 16 Lord Street, Wrexham, LL11 1LG, for those parents who do not have an email address. The timescale of the Local Authority (LA) admission timetable is followed for the processing of applications.

Parents will receive written notification of all admission applications.

Pupils are admitted to the Nursery, which is part of our Early Years class in the academic year in which they are four – i.e. any child who is three by the 31st August can be admitted in September. Nursery provision is a statutory entitlement but it is not compulsory education. Parents have no right of appeal under the School Standards and Framework Act 1998 if unsuccessful in gaining a place. Admission to the nursery class does not guarantee admission to Reception; if a child has a place in our Nursery the appropriate application form for admission into Reception must be submitted within the prescribed timescale of the annual admissions round.

Nursery schooling will be provided in the afternoon on the basis of 5 x 2.25 hour sessions per week for each child.

In the event of oversubscription, applications for nursery places will be dealt with by applying the oversubscription criteria.

Pupils are admitted to Reception in the academic year in which they are five i.e. any child who attains the age of four by 31st August can be admitted in September. A parent can defer their child's entry until the term following their fifth birthday.

The School Standards and Framework Act 1998 requires LA's and Governing Bodies to admit pupils up to the school's admission number (AN). The Admission Number (AN) for the school is 7.

Looked after and previously looked after children are a priority. In the case of oversubscription, these children will be admitted before all others, except those with a statement of special education needs naming the school.

Children from the Gypsy traveller community or travelling groups will be treated in accordance with Welsh Assembly Government Circular No: 003/2008 'Moving Forward - Gypsy Traveller Education'.

The school will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

Oversubscription Criteria

All applicants will be admitted to the school unless the number of applications exceeds the admission number (AN). In the event that the number of applications exceeds the number of places available, then the following oversubscription criteria will be applied in the order set out below, to decide which pupils to admit.

Please note, any child for whom the school is named in a statement of special educational needs will be admitted before the application of oversubscription criteria.

- a) Looked after children and previously looked after children who are baptised members of the Church in Wales
- b) Other looked after and previously looked after children
- c) Pupils with a sibling who will continue to be at the school in September 2017. (see definition of sibling in the section of the policy marked 'Definitions').
- d) Pupils whose home address is within the ecclesiastical parish boundaries of Isycoed (a map showing the ecclesiastical parish boundaries of Isycoed is available at the school and/or on the school website)
- e) Pupils whose parents (see definition) attend St. Paul's Church, Isycoed.
- f) Pupils whose parents (see definition) attend another Anglican Church and for whom this is the nearest Aided School.

g) Pupils whose parents (see definition) are active members of a non-Anglican Christian denomination and for them this is the nearest Church School.

h) Pupils whose parents are active members of another faith and also express a desire for a Church School education.

For criteria e-h the Governors will seek information about the frequency of attendance at services and degree of involvement in the work of the church and seek confirmation of these details from the local priest or minister. A supplementary information form for this purpose is available from the school.

Tie Breaker

Within each category those living nearest to the school are accorded higher priority.

The distances are calculated by use of a Geographical Information System which accurately measures the distance from the home address to the nearest school gate. If distances are equal, as calculated by GIS, for example a flat in a block of dwellings with the same front door entrance, a differentiation by floor level will be used.

Late applications

The school will consider late applications in the normal admission round, in cases where a viable reason is given. These include when a single parent has been ill for some time, or a family has just moved into the area, or is returning from abroad provided applications are received before offers of places are made.

All other late applications for the normal admission round will be considered together after those received on time have been allocated places.

Waiting List

A waiting list will be maintained in the event of the school being over-subscribed. Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30 September in the school year in which they apply. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the above oversubscription criteria.

Admission appeals

If we do not offer a child a place at this school, it is because the admission number has been reached and the increase in numbers would adversely affect the education of our current pupils. Parents who are dissatisfied with the decision of the Governing Body not to admit a child may appeal the decision. The information on how to appeal will be included with the letter informing you that your application was unsuccessful. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

The appeal will be heard by an independent admission Appeal Panel, convened by the Diocesan Board of Statutory Education according to the Welsh Government's code of practice on school Admission Appeals. The Appeals Panel hears all appeals by parents who have been refused a place at our school. This decision is binding for all parties concerned.

The right to appeal does not apply at Nursery stage.

Definition of Parents

Parents include all those people who have a parental responsibility for a child as set out in the Children's Act 1989. Where responsibility for a child is 'shared', the person receiving Child Benefit is deemed to be the person responsible for completing application forms and whose address will be used for admission purposes.

Parental Responsibility

Unless otherwise determined by a court order:

- Mothers automatically have parental responsibility
- Fathers also have parental responsibility for a child if the father is married to the mother at the time of the child's birth. This continues after any divorce/separation/remarriage even if the child lives apart from them
- Unmarried fathers have parental responsibility where the mother and father register the birth of the child together (this is an amendment to the Children Act 1989, which came into force on 1st December 2003 and is not retrospective)
- Unmarried fathers, step-parents, relatives and other persons can obtain parental responsibility but they do not have it automatically. In such cases parental responsibility can be granted through a residency order; being appointed a guardian; being named in an emergency protection order (limited to taking reasonable steps to safeguard or promote the child or young person's welfare); or by adoption.

In case of dispute between parents, where more than one parent has parental responsibility and they do not agree to an application being made to a particular school, a temporary school place will be offered until any dispute is resolved by both parents as a personal matter.

Definition of Sibling

For applications made in the normal admission round a relevant sibling is a child who has a brother, sister, stepbrother or stepsister, half brother or half sister, or is a foster child or adopted child living in the same family unit in the same family household and address where a sibling will still be registered at the preferred school on 1st September 2017. Biological siblings who will still be registered at the preferred school on 1st September 2017 will also be treated as siblings irrespective of place of residence.

Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

'Residing In' and 'Home Address'

The Home Address will be the address used for correspondence related to where "Child Benefit" is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the Home Address must be provided to the school to confirm the address used on the application form. Home address will be the address that complies with the above at the end of the allocation period set by the Local Authority. Families who are due to move house should provide:

- i) a Solicitor's letter confirming that exchange of Contracts has taken place on the purchase of a property; or

- ii) a copy of the current Rental Agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- iii) in the case of SERVING H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or GCHQ.

Twins, Triplets, Multiple Births

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they will accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twins/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

How religious affiliation is tested

Reference to “attend” and “active members” from oversubscription criteria.

If you are applying under criteria e-h above a Supplementary Information Form can be obtained direct from the school. The SIF is to be returned to the school by February 1st 2017. The SIF alone does not constitute an application; parents must also complete the Common Application Form.

Member is defined as member of the Church in Wales by registration on the electoral roll of the parish.

Review

In accordance with the School Development Plan, this policy will be reviewed every two years or sooner in the light of any change of legislation or change in local circumstances.

This policy is in line with the current Welsh Government School admission code and Welsh Government School admission appeal code.

CATHOLIC & ANGLICAN HIGH SCHOOL

Applying for a place at St Joseph’s Catholic and Anglican High School

Primary to Secondary School Admissions

When applying for a place at St Joseph’s School parents should ensure they complete both of the following steps:

- St Joseph’s School Application Pack – this is obtained from the school or via the school website www.st-joseph.wrexham.sch.uk The pack consists of two separate forms. The first is an Application Form which should be completed by the parent or the guardian. The second form is a Supporting Information Form which should be completed by your Minister at your place of worship. If you do not have access to a Minister or Religious Leader please disregard this form. These documents should be returned to St Joseph’s Catholic and Anglican High School by Friday 4th November 2016.

AND

- Local Authority Application Process – the Local Authority operates an on-line application process and details of this can be found on the Wrexham County Council website, www.wrexham.gov.uk. Alternatively, parents may apply to the Contact Wrexham Centre directly for Local Authority paper application forms.

It is important that **BOTH** these processes are completed and that the Application Form for St Joseph's school is returned to the school and not the Local Authority. The information received on these documents will assist the Admission Panel.

Mid Phase Transfers

Where parents wish to transfer their child from a secondary school to St Joseph's they are advised to contact the school directly.

Admission Policy

In recognition of the spirit of harmony and partnership that has characterised the growth of this shared school, it has been agreed that there will be one Admissions Panel set up to deal with all admissions. Representatives from both denominations will form this Panel.

The school's admission number is 145 for each Year group.

The Governing Body proposes to admit 145 pupils. St Joseph's is a fully inclusive school with Resource Provision available. There is no selection on grounds of ability or aptitude.

The Governors will consider applications, and allocate 145 places, in accordance with the evidence of commitment by parents and children to the comprehensive denominational education offered at St. Joseph's. Places will be allocated according to the basic ratio established at the foundation of the school: up to 60% of pupils admitted will be from the Catholic tradition and up to 40% of pupils admitted will be from the Anglican tradition. The Governors recognise that members of other Christian denominations and other faith communities have been, and continue to be, part of the life of St. Joseph's and they are committed to maintaining this within the constraints of the actual numbers applying to the school in any given year.

If the Governing Body receives 145 applications or less from pupils they will all be offered places at the school.

First priority is given to applications received by the published closing date which is Friday 4th November 2016. Late applications will be considered using the same published criteria, however, if the school is over subscribed any late applications will be considered after those received by the published closing date. Consideration will be given to applications received after this date where an exceptional reason for failing to meet the deadline can be proven beyond reasonable doubt.

When the number of applications exceeds the number of places available, applications for the 145 places available are considered by the Governors in the order of priority stated below.

Over Subscription Criteria

All applications received by the closing date which express parental preference for comprehensive Christian denominational education at St. Joseph's on the common application form will be considered in the following order of priority.

Evidence and information must be supplied by the parents / guardians on the application form. Where possible, copies of Baptismal certificates should be supplied. Supporting information and evidence from the family Priest / Minister / Religious Leader (if applicable) must be recorded by the Minister on the Minister Form supplied with the application form. When considering applications those children who have been attending for the greatest number of years will be awarded priority.

1. Looked After Children, or previously Looked After Children

(Please see definition of Looked After Children)

2. Children from the Catholic and Church in Wales Traditions

Once places to Looked After Children and previously Looked After Children have been allocated the remaining places will be allocated according to the basic ratio established at the foundation of the school: up to 60% of pupils admitted will be from the Catholic tradition and up to 40% of pupils admitted will be from the Anglican tradition. If there have been no applications received from Looked After Children or previously Looked After Children the 145 places will be split using the same 60% / 40% ratio. This will equate to 87 children of the Catholic tradition and 58 children from the Anglican tradition.

Catholic	Church in Wales
<p>(a) Baptised Catholic children in Catholic primaries within Wrexham Local Authority.</p> <p>(b) Baptised Catholic children registered with a Parish within the Diocesan catchment area of the school.</p> <p>(c) Other children who attend Catholic primary schools.</p> <p>Should the numbers exceed the number of places available in each category, the criteria below will be applied, in the following order, to determine who can be admitted;</p> <ol style="list-style-type: none">1. Evidence of sacramental involvement by the child and by the family.2. Evidence of active involvement in the church community by the child and by the family.3. The number of years the child has attended a Catholic feeder school	<p>(a) Baptised children whose families attend an Anglican Church within the Wrexham Local Authority area. NB this does not mean school based worship.</p> <p>(b) Children who attend a Church in Wales Primary school.</p> <p>Should the numbers exceed the number of places available, the criteria below will be applied, in the following order, to determine who can be admitted:</p> <ol style="list-style-type: none">1. Supporting evidence from the Vicar / Minister about the active involvement by the child and family in the church they attend.2. Supporting evidence from the Vicar / Minister about the child and family's attendance at church.3. The number of years the child has attended a Church in Wales Primary School

Following the allocation of places under 1 & 2, if any places remain they will be combined and allocated to pupils using the following oversubscription criteria as listed in order of priority.

3. Children of families who are actively involved in local church communities of other Christian denominations and who are members of CYTUN (Churches Together in Wales).

For available places the following criteria will be applied, in order, to decide who can be admitted;

- a. Evidence of significant active involvement by the child and the family in the supporting church, such as weekly attendance at worship and other involvement.
- b. Evidence of some active involvement by the child and the family in the supporting church, such as monthly or less regular attendance at worship.

- c. The number of years the child and the family has been involved with the supporting church.

4. Children of other faith communities.

For available places the following criteria will be applied, in order, to decide who can be admitted;

- a. Evidence of significant active involvement by the child and the family in the supporting place of worship.
- b. Evidence of some active involvement by the child and the family in the supporting place of worship.
- c. Evidence of commitment to a faith community by the child and the family.

5. Children of families who are members, but not active members, of local faith communities.

For available places the following criteria will be applied, in order, to decide who can be admitted;

- a. Evidence of some involvement in the supporting church by the child and the family.
- b. Number of years the child and the family has been involved with the supporting church.

6. Children who are not able to be admitted under categories 1 – 5, but who have a sibling* attending at the time of admission.

For available places the following criteria will be applied;

The greater the number of years the siblings would be together, as part of the school community, will be the deciding factor.

***Please see Definition of Sibling**

7. Children who are not able to be admitted under categories 1 – 6, who have not provided any evidence from their Priest/Minister/Religious Leader regarding their faith commitment, or who have declared no faith commitment, but who have indicated they would like a place at St Josephs.

Tie Breaker

In the event of a tie breaker being required, the Governors will admit those applicants who live nearest to the school. If equal preference is accorded to two or more applicants under any one criterion then the tie breaker will be applied, with the child living closest to the school being afforded priority. Proximity will be measured by the Governing Body Admissions Panel using the Local Authority's GIS mapping system. Measurements will be from the front door of the home to the nearest school gate, using the shortest safe walking route. In the case of equal distances, such as a flat in a block of dwellings, the ground floor flats would be regarded as nearer than flats on higher floors.

Home Address

The 'Home Address' will be the address used for correspondence and relates to where 'Child Benefit' is paid. In cases where there is doubt of the home address or where a child lives between two homes (split families) or other relevant circumstances, proof of the home address must be provided to the Governors to confirm the address used on the application form. Home address will be the address that complies with the above at the end of the allocation period set by the Local Authority. Families who are due to move house should provide:

- a) a Solicitor's letter confirming that completion has taken place on the purchase of a property; or
- b) a copy of the current rental agreement, signed by both the Tenants and the Landlords, showing the address of the property; or
- c) in the case of serving H.M. Forces personnel, an official letter confirming their date of posting from the MOD, FCO or CHQ

Notes:

LOOKED AFTER CHILDREN: A 'Looked After Child' is deemed to be one who is 'Looked After, or has previously been Looked After' by a Local Authority in accordance with Section 22 of the children Act. Wrexham County Borough Council follows regulations set by the Welsh Government to ensure that the interests of these most vulnerable children are protected. These children are given top priority in the over-subscription criteria for all schools, including applications outside of the normal admissions period. Application forms for Looked After Children should be signed by the relevant corporate parent.

SIBLING (brother/sister): The admission arrangements will ensure that multiple birth children are not separated. Brothers and sisters whether full, half, step, foster or adopted will be considered relevant where living together in the same family unit in the same family household and address and where an older child will still be registered at the school when the younger child would be eligible to attend. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

APPEALS: If the Governors send a letter stating that they are unable to offer a place, a parent may appeal. This appeal must be made in writing by a parent / guardian to the Clerk of the Governors of the school and must be received by the closing date indicated in the letter. An independent Appeals Panel, set up on behalf of the Diocese of Wrexham and the Diocese of St. Asaph, will then hear the Appeal.

OTHER YEAR GROUPS: Admissions are subject to places being available and to the same admissions criteria.

WITHDRAWING OFFERS OF PLACES BY THE GOVERNORS: Parents should note that should the Governors find evidence of a fraudulent or intentionally misleading application from a parent, which effectively denied a parent with a stronger claim an offer of a place, the offer could be withdrawn. Where a place is withdrawn on the basis of misleading information, the application will be considered afresh, and a right of appeal offered if the place is refused. This statement is made in accordance with 'School Admissions Code, Statutory Code Document No. 005/2013, page 26 paragraphs 3.40 & 3.41.

WAITING LISTS:

Transition to Secondary School from Junior School

Parents who are unsuccessful in their application can have their child's name added to a waiting list. The waiting list will be kept until 30th September of the year of application. If any places become available before the term starts in September the Admissions Panel will consider those names on the waiting list. If there are more names on the waiting list than there are available the Governors will use the over-subscription criteria as detailed in this policy. Once this date has been reached the waiting list will be destroyed.

Mid-Phase Transfers

The school does not keep waiting lists for other year groups.

FOUNDATION SECONDARY SCHOOL:

The Maelor School, Penley

The school complies with the Education Act 2009 which gives priority to the admission of Looked After Children.

In the event of admissions applications exceeding our standard number of 130, the governors have agreed that the following criteria should be applied in the order of priority shown:-

Oversubscription Criteria

1. "Looked After Children" and "previously looked after children"
2. Attendance at the feeder primary schools in the Maelor: Ysgol Sant Dunawd - Bangor on Dee, Bronington Aided Primary - Bronington, Eyton V. Controlled Primary - Eyton, St Chad's V.Aided Primary School - Hanmer, St Paul's V. Aided Primary - Isycoed, Madras Church in Wales Aided Primary - Penley, Ysgol Deiniol C. P. - Marchwiel, St. Mary's Aided – Overton on Dee and Borderbrook V.C. Primary -Tallarn Green.
3. Siblings of pupils already attending the 11-16 part of the school. [Brothers and sisters whether full, half, step or foster will be considered relevant where living together in the same family household and address and where the older child will still be registered at the school when the younger child would be eligible to attend. Children residing in the same household as part of an 'extended family' such as cousins, will not be treated as siblings. Siblings will be in years 8-11 when the younger child is due to start]
4. Proximity – Priority is given on the shortest distance [measured by the shortest distance between home and school using the computer package www.freemaptools.com].

In the event of being oversubscribed in criteria 2 and 3 the distance as set out in criteria 4 will be used as a tie break.

Declined a Place:

If you are refused a place after the school has applied the above admissions criteria you have a right to appeal to an independent appeals panel. In order to do this a Parent/Carer should request an appeal in writing to the "Clerk to the Appeals Panel" at the school's address.

Multiple Births Admission Criteria:

When the Governing Body are considering twins, triplets or other multiple births for one remaining place, the family will be offered the place and may decide (a) if they accept it for one sibling whomever they decide or (b) they decline the place and it is offered to the next person in the allocation after the twin/triplets/multiple births. Please note the multiple birth sibling(s) would not be given priority on admission other than considered as a sibling link once the family had accepted the place(s) offered for one of the twins/triplets/multiple births.

Waiting List:

The Maelor School will maintain a waiting list following the allocations of places during the normal admissions round. The waiting list will remain in place until the 30th September in the school year in which the application is made. For mid school transfer applications the Maelor School will keep the application on the waiting list for the academic year in which the application is made.

Thereafter parents should make a fresh application for admission. If additional places become available while the waiting list is in operation they will be allocated to children on the waiting list on the basis of the oversubscription criteria and not on the date of the application. If places become available prior to the appeals hearing they will be filled from the waiting list.

Late Applications:

Applications received after the published closing date will be treated as a late application. Late applications will be considered using the same published criteria. However, if the school is over-subscribed then any late applications will be looked at after those applications received by the closing date.

Applications outside the normal admission round:

The school will apply the admission policy to all applications received outside the normal admissions round or for other year groups (mid school transfers) using the criteria and arrangements set out above.

HOW TO APPLY FOR A PLACE

You will need to complete a Wrexham Admission Pack available to download from the Wrexham Authority website www.wrexham.gov.uk and follow the links to Education & Learning, Schools Admissions & Transfers, the application form should be returned to the LA by the published annual date (If your child attends a Wrexham primary school this information will be given to them at the beginning of the Autumn term). It is simpler if the application can be made using the Local Authority Online application form.

You will also need to complete The Maelor School admission form and return this to the school by the published date.

English as an Additional Language (EAL) Service

The English as an Additional Language Service offers language support to pupils whose first language is not English.

The Service consists of a team of teachers, teaching assistants and bilingual support workers who work with pupils to develop their ability to communicate at all levels in English, and thereby fully access the National Curriculum.

Where pupils with little, or no, English language apply for school places, they shall be referred to the EAL service by the Admissions Officer.

Before admission to school is agreed, a home visit may be made by the EAL service to assess the level of support required. The Admissions Officer, in consultation with the headteacher and the parents, will then make arrangements for admission. For many children a phased introduction may be appropriate to ensure a smooth transition into school.

School Attendance, Punctuality and Absence

Regular absence from school is a significant problem which can have serious consequences for the child(ren) involved and for society as a whole. Parents have a legal duty to ensure that their child(ren) are properly educated. For most children this means regular attendance at a local school. 'Regular Attendance' means that children should be in school from Monday to Friday during the hours that the school is open. Children who regularly arrive late and miss registration are not attending school regularly.

In law, there are some acceptable reasons for absence:-

- If your child is ill or due to some other unavoidable cause.
- Religious observance.
- Lack of free school transport.

Absence for other reasons, including holidays in term time, should be discussed with the headteacher. Permission for holiday leave can only be given by the headteacher. The Welsh Government guidance says "schools should use their discretion sparingly". Also "save in exceptional circumstances a parent shall not be granted more than ten school days leave of absence in any school year" but "ten school days should not be regarded as the norm".

Non-urgent doctor and dentist appointments should be made outside school hours.

Parents who fail to ensure that their children attend school regularly could be issued with a fixed penalty notice or prosecution - if found guilty this would result in a criminal conviction. Each parent/carers could also be sent to prison or fined up to £2,500 for each child missing school. The court also has the power to make a Parenting Order against parents/carers.

Some children may truant from school without their parents knowledge.

- The police now have powers to detain any child(ren) of school age whom they suspect may be unlawfully absent from school.
- Help us to help your child(ren) by letting the headteacher know, as soon as possible, the reason for absence.

Discipline and Exclusion

Schools are aware that they share with parents responsibility for the behaviour of children in their care. Parents are fully involved whenever matters take a serious turn. There is no corporal punishment. In exceptional cases, headteachers may exclude pupils from school, either for a fixed period or permanently. Parents have the right to make representations about an exclusion to the school's governing body. The Behaviour Support Service may be requested to offer support to the student and school, to help resolve issues. In the event of permanent exclusion, parents have formal rights of appeal. Parents requiring further information should seek advice from their child's school or from the Education Social Work Team Manager Tel: 01978 298991.

Welsh Language Policy for all Schools Maintained by the Local Authority

The Authority's Welsh Language Policy aims to ensure that pupils gain the educational stimulus afforded by bilingual education and increase their fluency over time.

Bilingualism will be introduced at the earliest opportunity. The Authority will ensure that bilingual education, once started, will be maintained and developed as the children progress. There are no exemptions from The National Curriculum in Welsh.

In Welsh-medium schools all subjects are delivered to pupils through the medium of the Welsh language, whereas in English-medium schools Welsh is introduced and taught as a subject, with an increasing emphasis on using Welsh incidentally throughout the school day.

The Authority does not provide a language centre for Welsh language latecomers. However at the beginning of the Autumn and Spring terms, latecomers can access Welsh medium primary education. Children wishing to access Welsh medium primary education will receive part-time support. For those Year 6 pupils currently attending English medium schools, who wish to access Welsh medium secondary education, support is available based at Ysgol Morgan Llwyd.

Schools, where Welsh is the main medium of instruction, have English introduced at Key Stage 2 (i.e. ages 8 - 11).

Primary Education

All Wrexham County Borough primary schools will be bilingual, though the degree of bilingualism may differ from school to school. Consequently, it will be the responsibility of the Authority (in conjunction with the headteacher and the school governors) to ensure that competent teachers are available in order that the proportion of time allocated to the teaching of both Welsh and English is in accordance with National Curriculum requirements.

In the majority of the schools, English will be the main medium of instruction. Welsh will be taught as a second language in these schools from nursery until Year 6.

Secondary Education

Secondary education will be provided through the medium of English or through the medium of Welsh according to the wishes of the parents.

In order to comply with the requirements of the National Curriculum, Welsh is taught as a second language to all pupils at both KS3 and KS4. At key stage 4 our aim is that nearly all pupils complete the full GCSE course.

Welsh medium secondary education is provided at Ysgol Morgan Llwyd, Wrexham where every subject is offered through the medium of Welsh.

Transport Policy

1. Provision of Free Transport

There is a statutory duty placed upon the Authority to make suitable travel arrangements for pupils of compulsory school age, residing within the County Borough, with the provision of free transport to their nearest suitable school if they reside beyond “walking distance” to that school. The law defines “walking distance” as over two miles for pupils receiving primary education and over three miles for pupils receiving secondary education.

The nearest suitable school is deemed by the Authority to be the nearest school to the home address which provides education relevant to the age, ability and aptitude of the pupil, (including, where relevant, a pupil referral unit). Distances are measured by the shortest available walking route from home to school, which may include public footpaths. The shortest available route is one along which it is considered safe for a child without a disability or learning difficulty to walk the route alone, or accompanied if the age of the child would call for such.

Individual routes within walking distances will be assessed in line with the Council’s Hazardous Routes Policy upon application, transportation will be established, at no cost to the pupil, where it is identified that the route is hazardous.

In all cases, the efficient use of resources will dictate the mode of transport provided (subject to any Additional Learning Needs requirements). Transport may be provided by means of a contracted school transport service and / or use of an existing public transport service.

Where pupils attend, as a result of parental preference, a school which is not the nearest suitable school, it must be understood that parents accept full responsibility for transport arrangements. This will include making all the necessary arrangements as well as meeting the cost.

In all cases, the efficient use of resources will dictate the mode of transport provided (subject to any special needs requirements). Transport may be provided by means of a contracted school transport service or use of an existing public transport service.

Pupils of mixed ages, for example, primary and secondary age pupils may travel on shared transport as well as, pupils from different denominational and linguistic backgrounds.

It is not possible to arrange the routes of vehicles to pass close to the homes of all pupils.

Therefore, it may be necessary to make arrangements for pupils to reach the nearest ‘pick up’ point of the vehicle.

This will be from a point reasonably near the child’s home to a point reasonably near the school – not to the school door but reasonably near thereto.

2. Looked After Children.

Suitable transport arrangements will be made for a child, of compulsory school age, looked after by a local authority, with the provision of free transport to the school or other educational institution at which they are registered if they reside beyond the walking distance, as defined in (1) above, to that school or institution.

3. Parental Responsibility

Parents have the responsibility for:

- i) getting their child to and from school where they do not qualify for free transport;
- ii) applying for free transport to determine if their child qualifies;
- iii) informing the LA and the school of changed circumstances which may affect transport;
- iv) ensuring that their child is ready and waiting for transport at the appropriate time and place. Where children are picked up/dropped off at the home, the parent is responsible for accompanying the child to and from the door to the vehicle;
- v) making every effort to ensure that their child's behaviour while using school transport is socially acceptable;
- vi) to ensure that their child(ren) are aware of and understand the All-Wales Travel Behaviour Code;
- vii) the safety of their child to and from agreed pick up/drop off points.

The Council's code of conduct for home to school transport details the responsibility of parents, pupils and transport operators. Copies are available from the Integrated Transport Unit.

4. Behaviour

Under the provisions of the Travel Behaviour Code, any misbehaviour by pupils while travelling on school transport that could affect the safety of pupils, drivers, escorts and/or other road users may lead to sanctions and/or the withdrawal of transport provision.

In such situations, pupils will be subject to the normal disciplinary rules of their school.

5. Journey Times

The Policy does not specify a time limit for journeys, however, the following factors will be taken into consideration in assessing journey times:

- nature, purpose and circumstances of each journey
- the learner's age
- any special needs of the learner
- location of the learner's home in relation to available schools.

6. Pick-Up/Drop Off Arrangements

Transport will normally be to and from bus stops or pick up points for groups of pupils. It will only be provided from door-to-door in exceptional circumstances. Pupils will need to be at a designated pick-up point situated reasonably near to their home. No pupil/student who is eligible to be transported on a contract route will be eligible for transport provision outside the normal daily timetable of that contract.

Parents to ensure that their child(ren) are present at the agreed pick up/drop off points 10 minutes before the scheduled transport arrival time.

Transport providers are instructed to take children to the nearest place of safety in the event that a parent or carer is unable to meet the child at the specified drop-off point/time. The additional cost of taking the child to the nearest place of safety may be charged to parents.

7. Additional Transport Arrangements

If a Contractor has provided a suitable vehicle at the relevant place and time and neither the parent nor the pupil present themselves then no alternative provision will be made on that day.

8.a) Transport to Voluntary and Welsh Medium Schools

Pupils attending the nearest Voluntary Aided school, Voluntary Controlled school or Welsh Medium school will receive free transport provided that the school attended is the nearest suitable school of that type and they reside beyond the agreed walking distance as defined in (1) above.

b) National Curriculum as described in Wales

Pupils attending the nearest school at which they can access the National Curriculum as expressed in Wales, in terms of the Welsh Language and Culture will receive free transport provided that the school attended is the nearest suitable school of that type and they reside beyond the agreed walking distance as defined in (1) above.

9. Travel Arrangements to Other Training Providers or Work Experience.

Suitable travel arrangements will be made for pupils of compulsory school age, residing within the County Borough, who receive their education or training at different educational establishments or training providers on different days of the week, or who attend an authorised work experience placement, provided that the route from home to the establishment is beyond the agreed walking distance as defined in (1) above. This may be by the payment of the pupil's travel expenses. The Authority shall not however be responsible for the travel arrangements between educational establishments or sites.

10. Transport to Schools in Neighbouring Authorities

Pupils residing within Wrexham County Borough who attend schools located in neighbouring authorities will receive free transport provided that the school attended is the nearest suitable school and they reside beyond the agreed walking distance as specified in (1) above.

11. Special Transport on Medical Grounds

Free transport may be provided on medical grounds to facilitate a pupil's attendance at the school at which they are registered on the recommendation of the Authority's designated School Medical Officer where no suitable public transport exists.

12. Special Arrangements: Hazardous Routes

The Authority will consider, on their merits and in line with the Council's Hazardous Routes Policy, requests from parents for free transport for pupils who live within the statutory walking distance of the nearest suitable school where the route to school is, in the Authority's view, hazardous.

13. Concessionary Transport

From time to time it is possible that the number of pupils to be carried by the authority will be below the seating capacity of the vehicle being used on a specific route. In such cases the Authority will reserve the right to make spare capacity available to children attending their nearest school who live below the statutory distance as specified in (1) above for so long as such availability exists. It must be understood that the provision of concessionary seats does not represent a continued obligation on behalf of the Authority to provide transport and, is entirely dependent upon the availability of spare seats.

Therefore, concessionary seats may be withdrawn at short notice, should they become required by entitled students subsequently requesting provision. Concessionary seats will cost parents £50 per term and this charge will be reviewed annually.

14. Change of Address

Parents who move address and wish their child to remain at their existing school, when it is no longer their nearest suitable school, will no longer be entitled to continued free school transport.

15. School Closures – Transport Arrangements

If a school closes, assisted transport may be provided for displaced pupils who are registered at the school at the time of the school closure and who have to travel further to their new nearest suitable school, where considered appropriate under the arrangements agreed under the school closure plan.

16. Post 16 Transport

A revised policy will take effect from September 2016 which will end the Authority's support for Post 16 Transport to Further Education institutions and in-school sixth forms. This means that students attending courses after the end of compulsory education (Year 11) of any description will no longer be entitled to free transport.

Students starting their Post 16 studies in September 2015 will continue to receive transport according to our current policy (generally those residing over three miles from the nearest relevant institution) until they complete their courses or until the academic year in which they turn 19, after which time they will no longer be eligible for transport.

New students starting their course for the first time from September, 2016 are advised to contact selected educational institutions for further information.

17. Appeals Procedure

Parents may appeal against the decision taken by the LA and if they decide to do so they must indicate on what ground they base their appeal within the Transport Policy. Any appeal should be made in writing to the Head of Environment and Planning.

Policies in Relation to Education Welfare Benefits

School Meals and Refreshments

Parents may be entitled to financial support or allowances. The following paragraphs refer to benefits available to parents who meet the criteria.

Pupils receiving primary education other than that in Key Stage 2 are eligible for the Welsh Government's free school milk provision. Further details may be obtained from the school.

Parents who require further details or application forms should ask at their child's school or alternatively contact the Schools Meals Team, FM Services, Assets and Economic Development Department, Crown Buildings, 31 Chester Street, Wrexham, LL13 8BG. (Tel: 01978 298991).

The Authority will ensure:-

- the provision of a mid-day meal in all primary and special schools with a choice of courses wherever possible;
- the provision of a mid-day meal in all secondary schools on a cafeteria basis with an individual pricing system;
- free school meals will only be provided for pupils whose parents receive Income Support, Jobseekers Allowance (Income Based), guaranteed elements of State Pension Credit, Immigration Asylum Seekers Allowance, Income-related Employment and Support Allowance (IR), Child Tax Credit with income below the set limit but not if you are receiving Working Tax Credit. No other category or benefit or other income qualifies.

Details about the procedure for claiming free school meals are available from the headteacher of the school or from the School Meals Team (Tel: 01978 298991). All enquiries will be dealt with in confidence.

Facilities will be made available at all primary and secondary schools for children who wish to bring their own mid-day meal.

Education Act, 1996 - Charging and Remissions Policy

The full Charging and Remissions Policy of your school governing body is available from the headteacher of the school that your child attends.

LA Policy on Remissions

Details about the procedure for claiming remission are available from headteachers and enquiries will be dealt with in confidence. Applications should be made via the headteacher.

School Uniform Grant

Applications for the above grant can be made from June onwards if your child is entering year 7 in September.

The forms are available from schools or may be collected from Contact Wrexham, 16 Lord Street, Wrexham, LL11 1LG. Tel : 01978 298991.

A form can be downloaded from wrexham.gov.uk. Just type 'School Uniform Grant' into the search box on the home page.

General Information for Parents and Carers

Information on the following can be found at www.wrexham.gov.uk following the links to Education and Learning, Education in Wrexham or Child Welfare or by telephoning Education general enquiries on 01978 298991.

Education Information Links:

- Term Dates
- Parental Access to Pupils' Records
- The Foundation Phase
- The National Curriculum
- School Governing Bodies
- Complaints about the School Curriculum and Related Matters
- Childcare Arrangements
- School Leaving Dates
- The Healthy Schools Scheme in Wrexham

Child Welfare Links:

- Child Protection
- Child Entertaining/Performance Licensing
- Child Employment General
- Home Tuition
- Children in Hospital
- Child Health Service

Privacy Notice

What the School, Local Authority and Welsh Assembly Government does with Information it holds on Pupils in Wrexham County Borough

To meet the requirements of the Data Protection Act 1998, schools are required to issue a Privacy Notice to pupils and/ or parents summarising the information held on record about pupils, why it is held, and the third parties to whom it may be passed on. Our privacy notice is available on the local authority web www.wrexham.gov.uk/english/education/privacy_notice.htm

The LA collects information about pupils and their parents or legal guardians when they apply for admission to a school. The school collects information about pupils and their parents or legal guardians when they enrol at the school. The schools also collect information at other key times during the school year. Information is also received from other schools when pupils transfer.

A Privacy Notice provides information about the collection and processing of pupils' personal and performance information by the Welsh Assembly Government, Wrexham County Borough Council (LA) and School.

We only ever use or pass on information about you if people have a genuine need for it and it is in your interests. Anyone who receives information from us must keep it confidential by law.

For a full copy of the privacy notice or for further information about the personal information collected and its' use, if you have concerns about the accuracy of personal information, or wish to exercise your rights under the Data Protection Act 1998, you should contact;

- your child's school
- your LA on 01978 297414 (MIS Help Desk)

LIST OF SCHOOLS IN WREXHAM

**Children and Young People Service,
Lambpit Street,
Wrexham,
LL11 1AR**

Tel: 01978 298991

Schools are listed alphabetically according to location.

Although every effort is made to ensure that information is correct at the time of publication there may be changes to the details or procedures outlined. Due to School Modernisation, some school capacities and Admission Numbers may be subject to change.

School email addresses can be viewed online at

www.wrexham.gov.uk

following the link to

Education and Learning_Schools_Online School Search Facility

Defining schools according to Welsh medium provision

Language Key: Primary School Categories

Welsh Medium [WM] [Welsh medium primary school]

Dual stream [DS] [Dual Stream Primary school]

English medium [EM] [Predominantly English medium primary school]

Language Key: Secondary School Categories

Welsh Medium [WM] [Welsh medium secondary school]

English medium [EM] [Predominantly English medium secondary school where 1 or 2 subjects may be taught through the medium of Welsh as an option.]

Map1

Location of Schools Outside Wrexham Town

- SECONDARY SCHOOLS**
- 1 Darland High School
 - 2 Bryn Allyn High School
 - 3 Ysgol y Grango
 - 4 Ysgol Rhiwabon
 - 5 The Maelor School
- PRIMARY SCHOOLS**
- 6 Ysgol Heulfan
 - 7 St Mary's Aided School
 - 8 Black Lane CP School
 - 9 Bwlchgwyn CP School
 - 10 Ysgol Tanyfryn
 - 11 Brynteg CP School
 - 12 Minera CP School
 - 13 Penygelli CP School
 - 14 Ysgol Maes Y Mynydd
 - 15 Ysgol Penrycae CP
 - 16 Acrefair CP School
 - 17 Garth CP School
 - 18 Ysgol Min Y Ddol CP*
 - 19 Cefn Mawr CP School
 - 20 Ysgol Froncysyllte
 - 21 Ysgol Cynddelw, Glynceiriog
 - 22 Ysgol Llanarmon DC
 - 23 Ysgol Pontfadog
 - 24 Chirk, Ysgol Y Waun
 - 25 Ysgol Bro Alun

- 26 Pentre CP School
- 27 Rhosymedre CP School
- 28 St Mary's Aided School
- 29 Ysgol Maes Y Llan
- 30 Eytton CP School
- 31 Ysgol Yr Hafod - infant site
- 32 Ysgol ID Hooson CP
- 33 Rhosyllen CP School
- 34 Ysgol Penrhyn CP
- 35 Gwersyllt CP School
- 36 Park CP School
- 37 Rofft CP School
- 38 St Peter's CP School
- 39 All Saints School
- 40 Holt CP School
- 41 St Paul's CP School
- 42 Ysgol Deiniol
- 43 Ysgol Sant Dunawd
- 44 St Mary's Aided School
- 45 Borderbrook CP School
- 46 Bronington CP School
- 47 Hanmer CP School
- 48 Madras School
- 49 Ysgol Bryn Tabor *

- OTHER SCHOOLS**
- 51 Dods Lane Student Centre

Note: * Welsh Medium School.



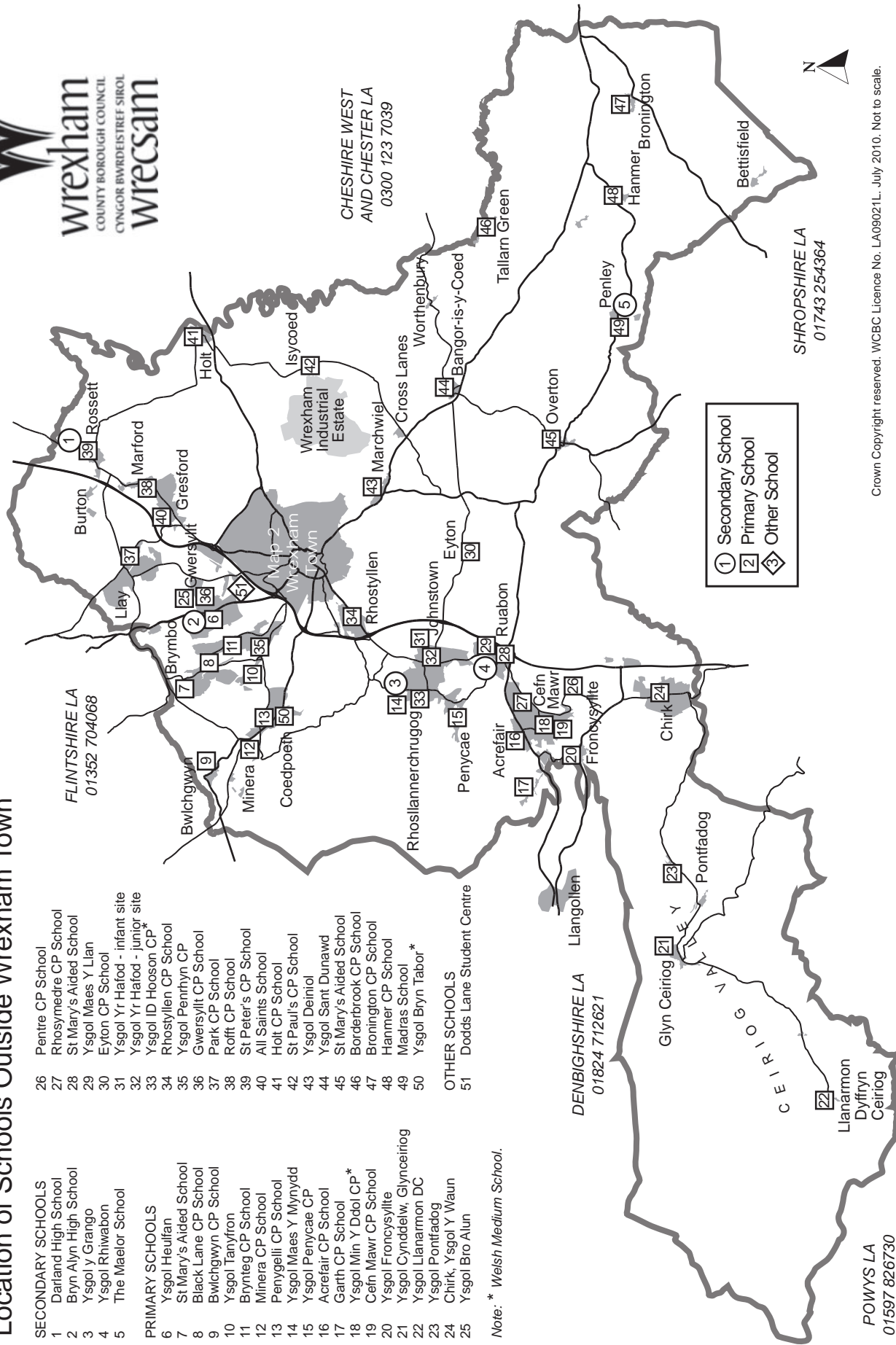
CHESHIRE WEST
AND CHESTER LA
0300 123 7039

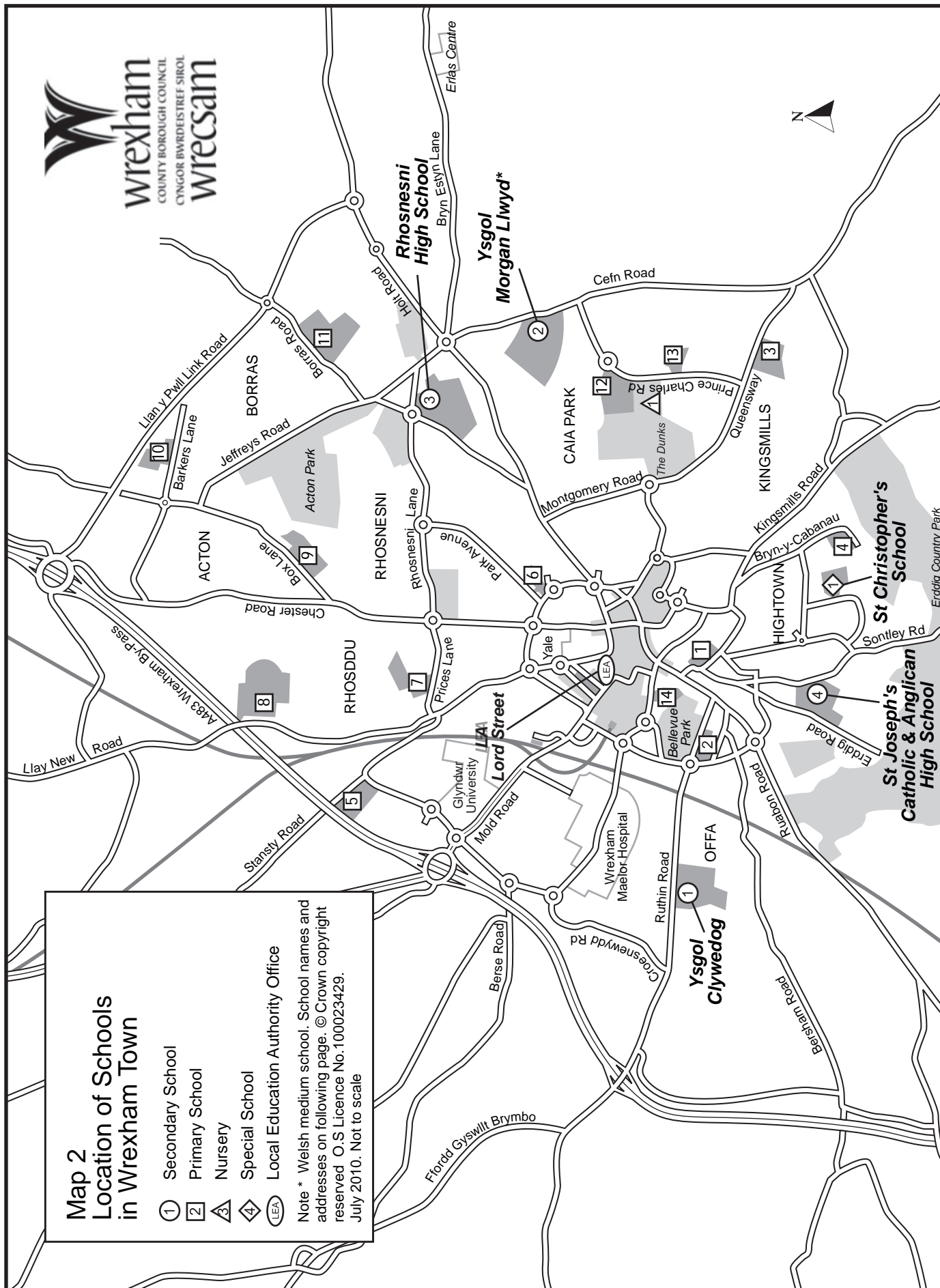
SHROPSHIRE LA
01743 254364

DENBIGHSHIRE LA
01824 712621

POWYS LA
01597 826730

- ① Secondary School
- ② Primary School
- ③ Other School





PRIMARY / JUNIOR / INFANT SCHOOLS

1 **St Giles VC**
Madeira Hill, Wrexham LL13 7HD
Tel: 01978 318880

2 **Victoria CP**
Poyser Street, Wrexham LL13 7RR
Tel: 01978 360060

3 **Gwenfro CP**
Queensway, Wrexham LL13 8UW
Tel: 01978 340380

4 **Ysgol Bodhyfryd CP**
Range Road, Wrexham LL13 7DA
Tel: 01978 351168

5 **Ysgol Plas Coch CP**
Stanisly Lane, Wrexham LL11 2BU
Tel: 01978 311198

6 **Alexandra CP**
Bodhyfryd, Wrexham LL12 7AZ
Tel: 01978 315120

7 **Rhosddu CP**
Prices Lane, Wrexham LL11 2NB
Tel: 01978 318830

8 **Wat's Dyke CP**
Garden Village, Wrexham LL11 2TE
Tel: 01978 355731

9 **Acton Park CP**
Box Lane, Wrexham LL12 8BT
Tel: 01978 318950

10 **Barker's Lane CP**
Barker's Lane, Wrexham LL13 9TP
Tel: 01978 357754

11 **Borras Park CP**
Borras Park Road, Wrexham
LL12 7TH
Tel: 01978 346890

12 **Hafod y Wern CP**
Deva Way, Wrexham, LL13 9HD
Tel: 01978 367080

13 **St Anne's Catholic Primary**
Prince Charles Road,
Wrexham, LL13 8TH
Tel: 01978 261623

14 **St Mary's Catholic Primary**
Lea Road, Wrexham, LL13 7NA
Tel: 01978 352406

SPECIAL SCHOOL

1 **St Christopher's School**
Stockwell Grove, Wrexham,
LL13 7BW
Tel: 01978 346910

SECONDARY SCHOOLS

1 **Ysgol Ciywedog**
Ruthin Road, Wrexham, LL13 7UB
Tel: 01978 346800 Fax 01978 346814

2 **Ysgol Morgan Llwyd (Welsh Medium)**
Cefn Road, Wrexham, LL13 9NG
Tel: 01978 315050 Fax: 01978 315051

3 **Rhosnesni High School**
Rhosnesni Lane, Wrexham, LL13 9ET
Tel: 01978 340840 Fax: 01978 340841

4 **St Joseph's Catholic and Anglican High School**, Sontley Road, Wrexham, LL13 7EN
Tel: 01978 360310 Fax: 01978 360311

NURSERY SCHOOL

1 **Wrexham Early Years Centre**
Prince Charles Road, Wrexham, LL13 8TH
Tel: 01978 356177

Wrexham Schools

Primary school details	Welsh Government (WG) - Schools defined according to Welsh medium provision, primary school categories
Key – Primary Status:	1. English medium
CP- Community Primary	2. Welsh Medium
VA- Voluntary Aided	3. Dual stream medium
VC- Voluntary Controlled	

NURSERY

CONTACT DETAILS	Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Wrexham Early Years Centre Prince Charles Road Wrexham LL13 8TH	CP	1	3-4	210	15 (Resource)	14	
Headteacher: Mrs R Hughes Tel: 01978 356177 Email: mailbox@wrexhameycentre.wrexham.sch.uk			28		15 (Mainstream)		

PRIMARY

CONTACT DETAILS	Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Acrefair CP Tower View Acrefair LL14 3SH	CP	1	3-11	210	30	31	
Headteacher: Ms R Turner Tel: 01978 820616 Email: mailbox@acrefairpri.wrexham.sch.uk			202				
Acton Park CP Box Lane Wrexham LL12 8BT	CP	1	3-11	420	60	60	
Headteacher: Mrs S Edgar Tel: 01978 318950 Email: mailbox@actonpark-pri.wrexham.sch.uk			422				

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Alexandra CP Bodhyfryd Wrexham LL12 7AZ	Headteacher: Mrs L Roberts Tel: 01978 315120 Email: alexandra-pri.wrexham.sch.uk	CP	1	3-11 243	315	45	41	
All-Saints Primary School Hill Gresford LL12 8RW	Headteacher: Mr G Williams Tel: 01978 852342 Email: allsaints-pri.wrexham.sch.uk	VA	1	3-11 304	315	45	31	
Barker's Lane CP Barker's Lane Wrexham LL13 9TP	Headteacher: Mrs C Harrison-Edwards Tel: 01978 357754 Email: barkerslane-pri.wrexham.sch.uk	CP	1	3-11 194	210	30	35	1 unsuccessful
Black Lane CP Long Lane Pentre Broughton LL11 6BT	Headteacher: Mr P Givelin Tel: 01978 757959 Email: blacklane-pri.wrexham.sch.uk	CP	1	3-11 126	140	20	21	
Borderbrook VC Talwrn Green Malpas SY14 7LJ	Headteacher: Mrs F Green Tel: 01948 770676 Email: borderbrook-pri.wrexham.sch.uk	VC	1	3-11 32	42	6	3	
Borras Park Infants Borras Park Road Wrexham LL12 7TH	Headteacher: Mrs S Hurst Tel: 01978 352106 Email: borraspark-inf.wrexham.sch.uk	CP	1	3-7 183	180	60	62	3 successful
Borras Park Juniors Borras Park Road Wrexham LL12 7TH	Headteacher: Mr Ian Roberts (Acting) Tel: 01978 359694 Email: borraspark-iun.wrexham.sch.uk	CP	1	7-11 235	240	60	60	
Bronington Aided Primary School Lane Bronington Whitchurch SY13 3HN	Headteacher: Mrs A Birkinshaw Tel: 01948 780283 Email: bronington-pri.wrexham.sch.uk	VA	1	3-11 93	119	17	12	

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Brynteg CP Maesteg Brynteg Wrexham LL11 6NB	Headteacher: Mrs R Connell Tel: 01978 756398 Email: mailbox@brynteg-pri.wrexham.sch.uk	CP	1	3-11 157	175	25	26	
	Headteacher: Mrs S Williams Tel: 01978 757743 Email: mailbox@bwchgwyn-pri.wrexham.sch.uk	CP	1	3-11 93	98	14	16	
	Headteacher: Mrs A Heale Tel: 01691 773322 Email: mailbox@pentre-pri.wrexham.sch.uk	VC	1	3-11 68	70	10	14	
	Headteacher: Mrs S Caldwell Tel: 01978 823392 Email: mailbox@eyton-pri.wrexham.sch.uk	VC	1	3-11 71	70	10	9	
Federated with Froncysyllte CP and Garth CP (Dee Valley)								
Froncysyllte CP Woodland Road Froncysyllte Llangollen LL20 7RS Federated with Chirk Pentre VC and Garth CP (Dee Valley)	Headteacher: Mrs A Heale Tel: 01691 773310 Email: mailbox@froncysyllte-pri.wrexham.sch.uk	CP	1	3-11 47	84	12	4	

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Garth CP Trevor Llangollen LL20 7UY <i>Federated with Chirk Pentre VC and Froncysyllte CP (Dee Valley)</i>	Headteacher: Mrs A Heale	CP	1	3-11	105	15	9	
	Tel: 01978 820582							
	Email: mailbox@garth-pri.wrexham.sch.uk			92				
Gwenfro CP Queensway Wrexham LL13 8UW	Headteacher: Mr N Hankin	CP	1	3-11	315	45	48	
	Tel: 01978 340380							
	Email: mailbox@gwenfro-pri.wrexham.sch.uk			283				
Gwersyllt CP Dodds Lane Gwersyllt Wrexham LL11 4NT	Headteacher: Mrs S Edgar (Acting)	CP	1	3-11	371	53	34	
	Tel: 01978 269520							
	Email: mailbox@gwersyllt-pri.wrexham.sch.uk			279				
Hafod Y Wern CP Deva Way Wrexham LL13 9HD	Headteacher: Mr S Edwards	CP	1	3-11	315	45	33	
	Tel: 01978 367080			247				
	Email: mailbox@hafodywern-pri.wrexham.sch.uk							
Holt CP Chapel Street Holt LL13 9DJ	Headteacher: Ms M Sturt	CP	1	3-11	105	15	15	
	Tel: 01829 270021							
	Email: mailbox@holt-pri.wrexham.sch.uk			88				

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Llanarmon D C Primary Llanarmon Dyffryn Ceiriog Nr Llangollen LL20 7LB	Headteacher: Mrs O Corben Tel: 01691 600278 Email: mailbox@llanarmondc-pri.wrexham.sch.uk	CP	2	3-11	49	7	4	
<i>Federated with Ysgol Cynddelw CP and Pontfadog CP (Ceiriog Valley)</i>								
Madras Aided Primary Penley LL13 0LU	Headteacher: Mrs K Macey Tel: 01978 710419 Email: mailbox@madras-pri.wrexham.sch.uk	VA	1	3-11	119	17	22	
Minera Aided Primary Minera Wrexham LL11 3YE	Headteacher: Mr A Partridge Tel: 01978 269500 Email: mailbox@minera-pri.wrexham.sch.uk	VA	1	3-11	119	17	16	
Park CP School Road Llay LL12 0TR	Headteacher: Mrs A Williams Tel: 01978 859100 Email: mailbox@park-pri.wrexham.sch.uk	CP	1	3-11	315	45	43	
Penygelli CP Heol Glyndwr Coedpoeth Wrexham LL11 3HA	Headteacher: Mr M Jones Tel: 01978 722160 Email: mailbox@penygelli-jun.wrexham.sch.uk	CP	1	3-11	315	45	31	
Penycae CP Afoneitha Road Penycae LL14 2PF	Headteacher: Mr T Newbould Tel: 01978 840509 Email: mailbox@penycae-pri.wrexham.sch.uk	CP	1	3-11	210	30	35	
				186				

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Pontfadog CP Pontfadog Llangollen LL20 7A		CP		1	3-11	56	8	4
Headteacher: Mrs O Corben Tel: 01691 718437 Email: mailbox@pontfadog-pri.wrexham.sch.uk		15						
<i>Federated with Ysgol Cynddelw CP and Llanarmon DC (Ceiriog Valley)</i>								
Rhosddu CP Price's Lane Rhosddu Wrexham LL11 2NB		CP		1	3-11	301	43	40
Headteacher: Mrs M Young Tel: 01978 318830 Email: mailbox@rhosddu-pri.wrexham.sch.uk		269						
Rhostyllen CP School Street Rhostyllen LL14 4AN		CP		1	3-11	210	30	29
Headteacher: Mrs M Darlington Tel: 01978 352357 Email: mailbox@rhostyllen-pri.wrexham.sch.uk								
Rhosymedre CP Parc Road Rhosymedre LL14 3EG		CP		1	3-11	210	30	29
Headteacher: Mrs E Edwards Tel: 01978 812510 Email: mailbox@rhosymedre-pri.wrexham.sch.uk		212						
St Anne's Catholic Primary Prince Charles Road Wrexham LL13 8TH		VA		1	3-11	168	24	28
Headteacher: Ms C Priest-Jones Tel: 01978 261623 Email: mailbox@stannespri.wrexham.sch.uk		192						
St Chad's Aided Hanmer Whitchurch Shropshire SY13 3DG		VA		1	3-11	91	13	19
Headteacher: Mrs G Purcell Tel: 01948 830238 Email: mailbox@hanmer-pri.wrexham.sch.uk		69						

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
St Giles VC Madeira Hill Wrexham LL13 7HD	Headteacher: Mr F Darlington Tel: 01978 318880 Email: mailbox@stgiles-pri.wrexham.sch.uk	VC	1	3-11	420	60	60	1 unsuccessful
St Mary's Catholic Primary Lea Road Wrexham LL13 7NA	Headteacher: Mrs R Acton (Acting) Tel: 01978 352406 Email: mailbox@stmarys-wxm-pri.wrexham.sch.uk	VA	1	3-11	287	41	50	
St Mary's Aided Brymbo Wrexham LL11 5DA	Headteacher: Mr A Bowers Tel: 01978 722970 Email: mailbox@stmarys-brymbo-pri.wrexham.sch.uk	VA	1	3-11	154	22	16	
St Mary's Aided School Lane Overton-on-Dee LL13 0ES	Headteacher: Mr G Wyn-Jones Tel: 01978 710370 Email: mailbox@stmarys-wxm-pri.wrexham.sch.uk	VA	1	3-11	210	30	30	
St Mary's Aided Park Street Ruabon LL14 6LE	Headteacher: Mrs N Booth Tel: 01978 820979 Email: mailbox@stmarys-ruabon-pri.wrexham.sch.uk	VA	1	3-11	168	24	31	
St Paul's Aided Bowling Bank Isycoed LL13 9RL	Headteacher: Mrs F Green (Acting) Tel: 01978 661556 Email: mailbox@stpauls-pri.wrexham.sch.uk	VA	1	3-11	49	7	5	
The Rofft CP Wynnstey Lane Marford LL12 8LA	Headteacher: Mr G Morris Tel: 01978 853116 Email: mailbox@rofft-pri.wrexham.sch.uk	CP	1	3-11	210	30	34	1 unsuccessful
Victoria CP Poyser Street Wrexham LL13 7RR	Headteacher: Mrs D Eccles Tel: 01978 360060 Email: mailbox@victoria-pri.wrexham.sch.uk	CP	1	3-11	420	60	70	6 unsuccessful

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
<p>Wat's Dyke CP Garden Village Wrexham LL11 2TE</p> <p>Ysgol Bodhyfryd Range Road Wrexham LL13 7DA</p> <p>Ysgol Bro Alun Delamere Avenue Gwersyllt Wrexham LL11 4NG</p> <p>Ysgol Bryn Tabor Heol Maelor Coedpoeth Wrexham LL11 3NB</p> <p>Ysgol Cefn Mawr CP Plas Kynaston Lane Cefn Mawr Wrexham LL14 3PY</p>	<p>Headteacher: Mrs H E Burke Tel: 01978 355731 Email: mailbox@watsdyke-pri.wrexham.sch.uk</p> <p>Headteacher: Mr G Jones Tel: 01978 351168 Email: mailbox@bodhyfryd-pri.wrexham.sch.uk</p> <p>Headteacher: Mr O Jones Tel: 01978 269580 Email: mailbox@broalun-pri.wrexham.sch.uk</p> <p>Headteacher: Mr K Williams Tel: 01978 722180 Email: mailbox@bryntabor-pri.wrexham.sch.uk</p> <p>Headteacher: Ms A Green (Acting) Tel: 01978 820719 Email: mailbox@cefnmawr-pri.wrexham.sch.uk</p>	CP	1	3-11 280	315	45	46	
		CP	2	3-11 325	420	49	54	
		CP	2	3-11 60	210	30	29	2 unsuccessful
		CP	2	3-11 231	315	45	45	
<p>Ysgol Cynddelw CP New Road Glyn Ceiriog Llangollen LL20 7HH</p> <p>Federated with Llanarmon DC and Ponrfadog CP (Ceiriog Valley)</p>	<p>Headteacher: Mrs O Corben Tel: 01691 718426 Email: mailbox@cynddelw-pri.wrexham.sch.uk</p>	CP	3	3-11 94	126	18	10	

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Ysgol Deiniol CP The Ridgeway Marchwiel LL13 0SB		CP	1	3-11	175	25	27	
Headteacher: Mr K Baugh Tel: 01978 353760 Email: mailbox@deiniol-pri.wrexham.sch.uk				162				
Ysgol Heulfan CP Sunny View Gwersyllt Wrexham LL11 4HS		CP	1	3-11	294	42	44	
Headteacher: Mrs J Thomas-Haigh Tel: 01978 722040 Email: mailbox@heulfan-pri.wrexham.sch.uk				317				
Ysgol I D Hooson CP Heol Caradoc Rhosllanerchrugog Wrexham LL14 2DS		CP	2	3-11	315	45	45	
Headteacher: Mr D Jones (Acting) Tel: 01978 832950 Email: mailbox@hooson-pri.wrexham.sch.uk				290				
Ysgol Maes Y Llan Maes Y Llan Lane Ruabon LL14 6AE		CP	1	3-11	175	25	21	
Headteacher: Mrs G Magee Tel: 01978 820991 Email: mailbox@maesyllan-pri.wrexham.sch.uk				151				
Ysgol Maes Y Mynydd Pentredwr Rhosllanerchrugog Wrexham LL14 1DD		CP	1	3-11	357	51	40	
Headteacher: Mrs J Rowlands Tel: 01978 832970 Email: mailbox@maesymynydd-pri.wrexham.sch.uk				316				
Ysgol Min Y Ddol CP Plas Kynaston Lane Cefn Mawr Wrexham LL14 3PA		CP	2	3-11	140	20	20	
Headteacher: Miss C Pritchard Tel: 01978 820293 Email: mailbox@minyddol-pri.wrexham.sch.uk				57				
Ysgol Penrhyn CP New Broughton Wrexham LL11 6SF		CP	1	3-11	210	28	29	
Headteacher: Mr M Matthias Tel: 01978 756926 Email: mailbox@penrhyn-pri.wrexham.sch.uk				199				

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Ysgol Plas Coch Stansty Lane Wrexham LL11 2BU	Headteacher: Mr O Jones Tel: 01978 311198 Email: mailbox@plascochpri.wrexham.sch.uk	CP	2	3-11 316	315	45	47	
Ysgol St Dunawd Bangor-on-Dee Wrexham LL13 0JA	Headteacher: Miss S Tate Tel: 01978 780757 Email: mailbox@santdunawd-pri.wrexham.sch.uk	CP	1	3-11 109	140	20	13	
Ysgol Yr Hafod Bangor Road Johnstown LL14 2SW	Headteacher: Mrs S M M Jones Tel: 01978 841666 Email: mailbox@yrhafodjohnstown-pri.wrexham.sch.uk	CP	1	3-7 129	132	44	48	1 unsuccessful
Melyd Avenue Johnstown LL14 2TB	Tel: 01978 840643	CP	1	7-11 177	176	44	38	
Tanyfron CP Tanyfron Road Southsea Wrexham LL11 5SA	Headteacher: Mr D Lloyd Tel: 01978 758118 Email: mailbox@tanyfro-pri.wrexham.sch.uk	CP	1	3-11 106	140	20	21	
Ysgol Y Waun (Foundation Phase) Chapel Lane Chirk Wrexham LL14 5NF	Headteacher: Mrs K Eccleston Tel: 01691 770530 Email: mailbox@yawaun-pri.wrexham.sch.uk	CP	1	3-11 296	350	50	50	
(Key Stage 2) Lloyds Lane Chirk Wrexham LL14 5NH	Tel: 01691 772331							

Wrexham Schools

Secondary school details		Welsh Government (WG) - Schools defined according to Welsh medium provision, secondary school categories	
Key <input type="checkbox"/> Secondary Status: CS- Community Secondary AS- Aided Secondary FS- Foundation Secondary		1. English medium 2. Welsh Medium	

SECONDARY

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Darland High School Chester Road Rossett Wrexham LL12 0DL	Headteacher: Mr P Agnew	CS	1	11-16	840	168	164	13 successful 8 unsuccessful
	Tel: 01244 570588							
	Email: mailbox@darland.wrexham.sch.uk							
Rhosnesni High School Rhosnesni Lane Wrexham LL13 9ET	Headteacher: Mr N D Harrison	CS	1	11-16	1350	270	90	
	Tel: 01978 340840							
	Email: mailbox@rhosnesni-high.wrexham.sch.uk							
Ysgol Bryn Alyn Church Street Gwersyllt Wrexham LL11 4HB	Headteacher: Mr B Whiteley	CS	1	11-16	900	180	136	
	Tel: 01978 720700							
	Email: mailbox@ysgolbrynalyn.wrexham.sch.uk							
Ysgol Clywedog Ruthin Road Wrexham LL13 7UB	Headteacher: Mr M Hulland	CS	1	11-16	1065	213	126	
	Tel: 01978 346800							
	Email: mailbox@clywedog.wrexham.sch.uk							
Ysgol Y Grango Vinegar Hill Rhos Wrexham LL14 1EL	Headteacher: Mr S Garthwaite	CS	1	11-16	655	131	96	
	Tel: 01978 833010							
	Email: mailbox@grango-high.wrexham.sch.uk							

Wrexham Schools

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
Ysgol Morgan Llwyd Cefn Road Wrexham LL13 9NG	Headteacher: Mr C Davies Tel: 01978 315050 Email: bocspost@ysgolmorganllwyd.wrexham.sch.uk	CS	2	11-18 744	965	193	137	
Ysgol Rhiwabon Ruabon Wrexham LL14 6BT	Headteacher: Mrs M Ferron-Evans (Acting) Tel: 01978 822392 Email: mailbox@rhiwabon-high.wrexham.sch.uk	CS	1	11-18 587	655	131	66	
St Joseph's Catholic & Anglican High School Sontley Road Wrexham LL13 7EN	Headteacher: Mrs M Rimmer Tel: 01978 360310 Email: mailbox@st-joseph.wrexham.sch.uk	AS	1	11-16 689	685	137	162	6 successful 9 unsuccessful
The Maelor School Penley Wrexham LL13 0LU	Headteacher: Mr S Ellis Tel: 01948 830291 Email: mailbox@maelor-high.wrexham.sch.uk	FS	1	11-18 802	650	130	163	9 successful 4 unsuccessful

Wrexham Schools

SPECIAL SCHOOLS/SPECIAL PROVISION

CONTACT DETAILS		Status	WG	Age Range & full-time no. on roll at January 2015	School Capacity	Admission number for September 2016	No. of Reception applications (1 st Preference) for 2015 entry (at June 2015)	Appeals
St Christopher s School Stockwell Grove Wrexham LL13 7BW	Headteacher: Mrs M Pittaway Tel: 01978 346910 Email: mailbox@st-christophers.wrexham.sch.uk			6-19				
Y Canol Ysgol Heulfan Sunny View Gwersyllt LL11 4HS	Head of Provision: Mrs W Jones Tel: 01978 722050			3-11				
Wrexham Assessment Centre c/o Alexandra CP School Bodhyfryd LL12 7AZ	Teacher in Charge: Mrs C Andrews Tel: 01978 290101			3-7				

PUPIL REFERRAL UNIT

CONTACT DETAILS		Age Range
Dodds Lane Student Support Centre Dodds Lane Gwersyllt Wrexham LL11 4PA	Headteacher: Mr D Lee Tel: 01978 753103	11-16
Haulfan 82 Rhosddu Road Wrexham LL11 2NP	Headteacher: Mr D Lee Tel: 01978 298520	11-16

FURTHER EDUCATION

CONTACT DETAILS		
Coleg Cambria Wrexham Road Wrexham Clwyd LL13 7UH	Independent of the Local Authority Tel: 01978 311222 Email: enquiries@cambria.ac.uk	16+

Contacts for Information and Advice

Wrexham County Borough Council, Children and Young People Service,
Lambpit Street, Wrexham, LL11 1AR Telephone: 01978 297401

Contacts	Main Responsibilities
Admissions Team Tel: 01978 298991 Email: Admissions@wrexham.gov.uk	Admission into nursery, primary, junior and secondary LA maintained community and voluntary controlled schools. Transfers between schools during the year. Appeals.
School Transport Abbey Road South, Wrexham Industrial Estate, Wrexham, LL13 9PW Tel: 01978 292056	Transport entitlement, complaints.
Education Inclusion Service Tel: 01978 298991	Special Educational Needs, Education Social Work Service, Statementing queries.
Support Services Tel: 01978 297413	Free school meals entitlement.
Diocesan Commissioner for Catholic Schools Bishop's House, Sontley Road, Wrexham, LL13 7EW Tel: 01978 290344	Advisory.
Church in Wales Director of Lifelong Learning Diocesan Office, High Street, St Asaph, Denbighshire, LL17 0RD Tel: 01745 582245	Advisory.
Maelor Foundation School Penley, Wrexham, LL13 0LU Tel: 01948 830291	Own Admission Authority.
Wrexham Family Information Service Wrexham Library and Arts Centre, Rhosddu Road, Wrexham Tel: 01978 292094	Provides free information, support and guidance on all aspects of childcare and children's services in Wrexham.

Addresses and telephone numbers of neighbouring authorities are:

Cheshire West and Chester School Admissions Children and Young People's Services Cheshire West and Chester Authority Wyvern House, The Drumber Winsford, Cheshire, CW7 1AH Tel: 0300 123 7039	Denbighshire School Admissions Education Support County Hall, Wynnstay Road Ruthin, Denbighshire LL15 1YN Tel: 01824 706101
Flintshire Director of Lifelong Learning, Flintshire County Council, County Hall, Mold, Flintshire, CH7 6ND Tel: 01352 704068	Powys Admissions & Transport Powys County Hall, Llandrindod Wells Powys, LD1 5LG Tel: 01597 826455
Shropshire Admissions Team, Learning and Skills The Shirehall, Abbey Foregate Shrewsbury, SY2 6ND Tel: 03456 789008	Telford & Wrekin School Organisation, Admission & Planning Telford & Wrekin Council, 6B Derby House Telford, TF3 4JA Tel: 01952 380901

Children and Young People Service

A Parent's Guide to Education Services in Wrexham - 2017/18

Wrexham LA would welcome your views on this booklet. Your comments will help to improve it in future years. Please take a few moments to complete this survey form and return it to the address below.

Please circle as appropriate

Did you find the Guide	Very Good					Poor
• Clearly written?	1	2	3	4	5	
• Easy to understand?	1	2	3	4	5	
• Included the information you wanted	1	2	3	4	5	
• Well laid out so that you could find the sections you wanted?	1	2	3	4	5	
• Helped you to understand the admissions process in Wrexham	1	2	3	4	5	

Is there anything not covered in the Guide which you think should be covered in future?
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Do you have any other suggestions for improving it?
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Thank you for taking the time to complete the form.

Please return to the Admissions Team

Children and Young People Service
Lambpit Street
Wrexham, LL11 1AR