



Parent / Carer School Information Booklet

Applying for a School Place for 2025 / 2026

Date of Issue: 1st September 2024



Mae'r ddogfen hon hefyd ar gael yn Gymraeg.

This document is also available in Welsh.



Llywodraeth Cymru
Welsh Government

Foreword

Dear Parent(s)/ Guardians and Carers,

Starting school and moving from primary to secondary school are very important steps for you and your child. We are here to help inform your decision on the school you choose for your child and/or children.

We recommend that you visit Blaenau Gwent schools that are of interest to you, which will give you the opportunity to find out what each school has to offer.

We receive a number of applications from Blaenau Gwent residents and from residents living outside of Blaenau Gwent. Each school has a set number of places for which the admissions criteria, in line with the Welsh Government School Admissions Code (2013), that is used to decide who will be offered places.

It is important that you understand how likely it is that your child will be offered a place at one of your preferred schools. The information provided within this booklet will help you in understanding and completing the application process.

Once you have decided which schools you would like to make an application for your child to attend, please complete the relevant form and return by the application deadline date.

We wish your child every success at school and for the future.



Louisa Munro - Morris
Interim Corporate Director of Education

This booklet explains how to make an application for a school place for academic year 2025/26.

Nursery Admission 2025

All children living in Blaenau Gwent are entitled to a free part-time education place in the term following their third birthday. This is commonly referred to as a 'Rising 3' place. Admission to nursery settings usually involves your child attending on a part-basis basis for 5 days per week.

- > If your child is 3 years old between **1 September 2024 and 31 December 2024** they will be eligible for a Rising 3 place in the spring term, **January 2025**.
- > If your child is 3 years old between **1 January 2025 and 27 April 2025** they will be eligible for a Rising 3 place in the summer term, **April 2025**.
- > If your child is 3 years old between **28 April 2025 and 31 August 2025** they will be eligible for a Rising 3 place in the autumn term, **September 2025**.

*If you wish for your child to attend nursery provision, you will need to apply for a nursery place for 2025, the dates for the nursery admission round are detailed on page 4.

*Please note that attending a nursery class does not give your child priority for a place in the reception year group at any primary school, as a separate application is required.

Reception Admission 2025

If your child was born between **1 September 2020 and 31 August 2021**, you will need to apply for a reception place for September 2025. Even if you want your child to start school later (the term after your child is five), you must still apply within the admission round for reception detailed on page 4.

Secondary Admission 2025

If your child was born between **1 September 2013 and 31 August 2014**, you will need to apply for a secondary place for September 2025, you must apply within the admission round for secondary detailed on page 4.

For more information or to speak to a member of the Admissions team, please refer to the contact details on the bottom of each page of this booklet.

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Important Dates

Key dates for 2025 admission

Date	What Happens
Nursery	
7 September 2024	Nursery Admission Round Commences
18 October 2024 (5pm)	Closing Date for Nursery Applications
22 November 2024	Offer Date for Nursery Places
Reception	
6 January 2025	Reception Admission Round Commences
21 February 2025 (5pm)	Closing Date for Reception Applications
16 April 2025	Offer Date for Reception Places
Secondary	
23 September 2024	Secondary Admission Round Commences
15 November 2024 (5pm)	Closing Date for Secondary Applications
3 March 2025	Offer Date for Secondary Places

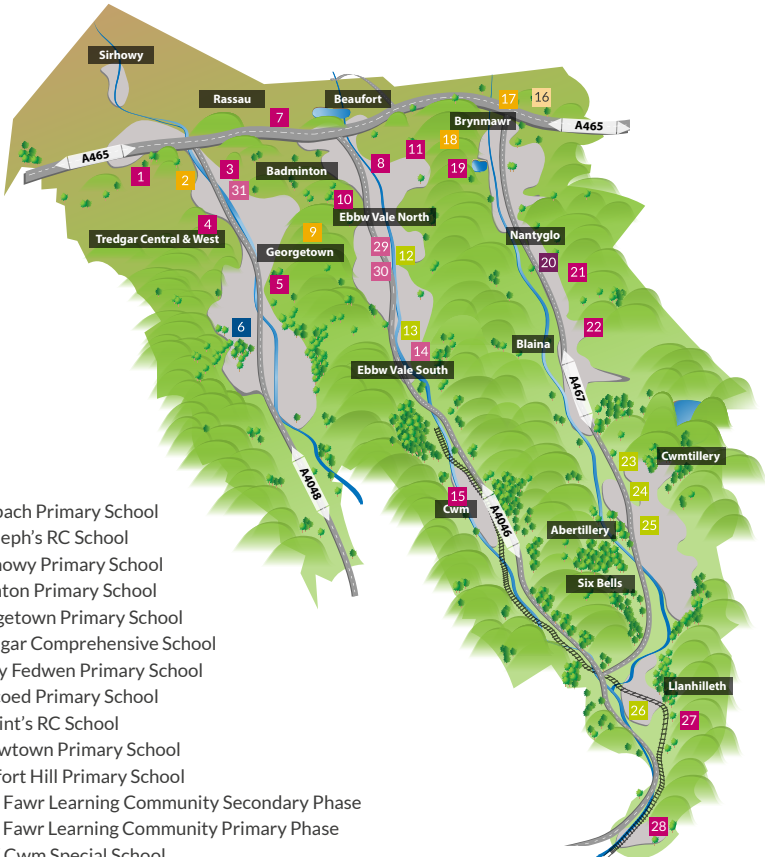
All applications and supporting evidence should be submitted no later than 5pm on the closing dates outlined in the above table.

Term Dates 2025/2026

Date	Start	Half term starts	Half term ends	Term ends
Autumn	01/09/2025	27/10/2025	31/10/2025	19/12/2025
Spring	05/01/2026	16/02/2026	20/02/2026	27/03/2026
Summer	13/04/2026	25/05/2026	29/05/2026	20/07/2026

Location of Blaenau Gwent schools

- Key:**
- Primary Schools
 - Welsh Medium School
 - Special School
 - Faith Schools
 - Comprehensive School
 - Foundation School
 - 3 - 16 Learning Provision



- 1 Brynbach Primary School
- 2 St Joseph's RC School
- 3 Glanhwy Primary School
- 4 Deighton Primary School
- 5 Georgetown Primary School
- 6 Tredegar Comprehensive School
- 7 Rhos y Fedwen Primary School
- 8 Glyncoed Primary School
- 9 All Saint's RC School
- 10 Willowtown Primary School
- 11 Beaufort Hill Primary School
- 12 Ebbw Fawr Learning Community Secondary Phase
- 13 Ebbw Fawr Learning Community Primary Phase
- 14 Pen Y Cwm Special School
- 15 Cwm Primary School
- 16 Brynmawr Foundation School
- 17 St Mary's Church in Wales School
- 18 St Mary's Roman Catholic School
- 19 Blaencwm Primary School
- 20 Ysgol Gymraeg Bro Helyg
- 21 Coed y Garn Primary School
- 22 Ystruth Primary School
- 23 Abertillery Learning Community - Roseheyworth Road Campus
- 24 Abertillery Learning Community - Secondary Campus
- 25 Abertillery Learning Community - Tillery Street Campus
- 26 Abertillery Learning Community - Six Bells Campus
- 27 St Illtyds Primary School
- 28 Sofrydd Primary School
- 29 River Centre 3-16 Learning Community - Secondary Campus
- 30 River Centre 3-16 Learning Community - Primary Campus
- 31 River Centre 3-16 Learning Community - House

Early Years Settings

Some parents may choose to take up their child's free part-time place in a playgroup or private day nursery, especially if the child is already in attendance at one.

Below is the list of all early years' settings registered to provide early years education. All early years' settings registered to provide education are quality assured.

Acorns Nursery

Rhos y Fedwen Primary School, Honeyfield Road, Rassau, Ebbw Vale Blaenau Gwent

Age Group: 2 - 4 years | Tel: 07534 927264 | E-mail: acornsnursery@aol.com

Tiggys Day Care

Bryn Bach Primary School, Merthyr Road, Tredegar, NP22 3RX

Age Group: 0 - 4 years | Tel: 07561 601642 | E-mail: tiggysafterschoolclub@hotmail.com

Cylch Meithrin Gwdihw (Brynithel)

Brynithel Flying Start Hub, Penrhiw Estate, Brynithel, NP13 2GZ

Age Group: 2 - 4 years | Tel: 01495 355324 | E-mail: cylchmeithrinbrynithel@meithrin.cymru

Further settings may become registered during the year, so please check with the Family Information Service. Full details of these settings can be found on the Family Information Website or by contacting the Family Information Services as follows:

Family Information Service

Integrated Children's Centre, High Street, Blaina, NP13 3BN

Freephone: 08000 32 33 39 | E-mail: fis@blaenau-gwent.gov.uk

Write to:

Integrated Children's Centre, High Street, Blaina, NP13 3BN

Visit: <https://www.blaenau-gwent.gov.uk/en/resident/health-wellbeing-social-care/support-for-children-families/family-information-service/>

Easy access to funded childcare, when you need it most.

In year 3 or 4 year old starting childcare? Accessing support towards the cost of childcare is easier than ever with the Childcare Offer for Wales' national digital service.

With the Childcare Offer for Wales, you could receive up to 30 hours of funded early education and childcare a week, for up to 48 weeks of the year. The Offer could allow you to work or study and save you money, leaving you with more for the essentials. Whatever your situation, don't miss out on government support.

Many parents of 3 to 4 year olds are eligible for the Offer and can apply using our simple online service now.

For more information visit gov.wales/childcareoffer or call 0300 638088

Funding for childcare and early education in Wales.


Cynniig Gofal
Plant Cymru
Childcare Offer
for Wales



Check if
you're eligible

Schools within Blaenau Gwent

A-Z Community Primary & Secondary Schools

Beaufort Hill Primary School

Bangor Road, Beaufort Hill, Beaufort, Ebbw Vale, NP23 5QG

Tel: 01495 302624 | E-mail: beauforthill.primary@blaenau-gwent.gov.uk

Headteacher: Phil Brookman

Admission Number Nursery	30	Number of on time applications received for 2024/2025 (Reception)	30
Admission Number Reception	30	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	210	Number of on time successful appeals for 2024/2025 (Reception)	0

Blaen y Cwm Primary School

Blaenafon Road, Brynmawr, NP23 4BR

Tel: 01495 313524 | E-mail: blaenycwm.primary@blaenau-gwent.gov.uk

Headteacher: Sarah Bryant

Admission Number Nursery	26	Number of on time applications received for 2024/2025 (Reception)	20
Admission Number Reception	38	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	270	Number of on time successful appeals for 2024/2025 (Reception)	0

The school will offer full time Nursery provision for 2025.

Bryn Bach Primary School

Merthyr Road, Tredegar, NP22 3RX

Tel: 01495 722569 | E-mail: brynbach.primary@blaenau-gwent.gov.uk

Headteacher: Matthew Oliver

Admission Number Nursery	30	Number of on time applications received for 2024/2025 (Reception)	25
Admission Number Reception	30	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	210	Number of on time successful appeals for 2024/2025 (Reception)	0

Coed y Garn Primary School

Parrot Row, Blaina, NP13 3AH

Tel: 01495 290044 | E-mail: coed-y-garn.primary@blaenau-gwent.gov.uk

Headteacher: Lauren Cairns

Admission Number Nursery	30	Number of on time applications received for 2024/2025 (Reception)	6
Admission Number Reception	30	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	210	Number of on time successful appeals for 2024/2025 (Reception)	0

The school will offer full time Nursery provision for 2025.

Cwm Primary School

Canning Street, Cwm, NP23 7RD

Tel: 01495 364825 | E-mail: cwm.primary@blaenau-gwent.gov.uk

Headteacher: Jayne Jones

Admission Number Nursery	52	Number of on time applications received for 2024/2025 (Reception)	23
Admission Number Reception	30	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	210	Number of on time successful appeals for 2024/2025 (Reception)	0

Deighton Primary School

Stockton Way, Tredegar, NP22 3ES

Tel: 01495 722567 | E-mail: Deighton.primary@blaenau-gwent.gov.uk

Headteacher: Huw Waythe

Admission Number Nursery	30	Number of on time applications received for 2024/2025 (Reception)	28
Admission Number Reception	30	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	210	Number of on time successful appeals for 2024/2025 (Reception)	0

Georgetown Primary School

Oakfield Road, Tredegar, NP22 4LJ

Tel: 01495 717341 | E-mail: georgetown.primary@blaenau-gwent.gov.uk

Headteacher: Lisa Thomas

Admission Number Nursery	60	Number of on time applications received for 2024/2025 (Reception)	38
Admission Number Reception	60	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	420	Number of on time successful appeals for 2024/2025 (Reception)	0

Glanhowy Primary School

Coach Bach, Tredegar, NP22 4RW

Tel: 01495 722312 | E-mail: Glanhowy.primary@blaenau-gwent.gov.uk

Headteacher: Rebecca Fowler

Admission Number Nursery	65	Number of on time applications received for 2024/2025 (Reception)	29
Admission Number Reception	42	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	296	Number of on time successful appeals for 2024/2025 (Reception)	0

Glyngoed Primary School

Badminton Grove, Ebbw Vale, NP23 5UL

Tel: 01495 302402 | E-mail: joanne.weightman@blaenau-gwent.gov.uk

Headteacher: Joanne Weightman

Admission Number Nursery	52	Number of on time applications received for 2024/2025 (Reception)	38
Admission Number Reception	45	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	320	Number of on time successful appeals for 2024/2025 (Reception)	0

Rhos y Fedwen Primary School

Honeyfield Road, Rassau, Ebbw Vale, NP23 5TA

Tel: 01495 356021 | E-mail: rhosyfedwen.primary@blaenau-gwent.gov.uk

Headteacher: Sarah Helm

Admission Number Nursery	26	Number of on time applications received for 2024/2025 (Reception)	16
Admission Number Reception	25	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	177	Number of on time successful appeals for 2024/2025 (Reception)	0

The school will offer full time Nursery provision for 2024.

St Illtyd's Primary School

Llanhilleth, Abertillery, NP13 2JT

Tel: 01495 364830 | E-mail: info@stilltydsprimary.co.uk

Acting Headteacher: Adele Matthews

Admission Number Nursery	30	Number of on time applications received for 2024/2025 (Reception)	19
Admission Number Reception	30	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	210	Number of on time successful appeals for 2024/2025 (Reception)	0

Sofrydd Primary School

Sofrydd Road, Sofrydd, Crumlin, NP13 5DW

Tel: 01495 244003 | E-mail: Sofrydd.primary@blaenau-gwent.gov.uk

Headteacher: Helen Hikinbottom

Admission Number Nursery	19	Number of on time applications received for 2024/2025 (Reception)	10
Admission Number Reception	23	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	162	Number of on time successful appeals for 2024/2025 (Reception)	0

Willowtown Primary School

Brynheulog Street, Ebbw Vale, NP23 6NJ

Tel: 01495 355400 | E-mail: Willowtown.primary@blaenau-gwent.gov.uk

Headteacher: Melanie Evans

Admission Number Nursery	60	Number of on time applications received for 2024/2025 (Reception)	48
Admission Number Reception	60	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	420	Number of on time successful appeals for 2024/2025 (Reception)	0

Ystruth Primary School

East Pentwyn, Blaina, NP13 3XG

Tel: 01495 290955 | E-mail: Ystruth.primary@blaenau-gwent.gov.uk

Headteacher: Melanie Miller

Admission Number Nursery	37	Number of on time applications received for 2024/2025 (Reception)	32
Admission Number Reception	42	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	294	Number of on time successful appeals for 2024/2025 (Reception)	0

Tredegar Comprehensive School

Stable Lane, Tredegar, NP22 4BH

Tel: 01495 713000 | E-mail: Tredegar.school@blaenau-gwent.gov.uk

Headteacher: Charlotte Leaves

Admission Number	152	Number of on time applications received for 2024/2025	144
School Capacity	767	Number of on time applications refused for 2024/2025	0
		Number of on time successful appeals for 2024/2025 (Reception)	0

Community Middle Schools

Pupils in year 6 do not need to apply for a place in the Secondary Phase

Ebbw Fawr Learning Community, Primary Phase

Strand Annealing Lane, Ebbw Vale, NP23 6AN

Tel: 01495 357755 | E-mail: cllewellyn@ebbwfawr.co.uk

3-16 Headteacher: Melanie Thomas | Primary Headteacher: Carys Llewellyn

Admission Number Nursery	47	Number of on time applications received for 2024/2025 (Reception)	30
Admission Number Reception	38	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	269	Number of on time successful appeals for 2024/2025 (Reception)	0

Ebbw Fawr Learning Community, Secondary Phase

Lime Avenue, Ebbw Vale, NP23 6GL

Tel: 01495 354690 | E-mail: mthomas@ebbwfawr.co.uk

Headteacher: Melanie Thomas

Admission Number	207	Number of on time applications received for 2024/2025	221
School Capacity	1191	Number of on time applications refused for 2024/2025	23
		Number of on time successful appeals for 2024/2025	0

Abertillery Learning Community, Secondary Campus, Alma Street, Abertillery, NP13 1YL

Principal: Tracey Jarvis | Vice Principal: Kate Olsen

Head of Secondary Campus: Rowan Wetherill

Tel: 01495 355911 | E-mail: info@abertillery3-16.co.uk

Admission Number	154	Number of on time applications received for 2024/2025	128
School Capacity	750	Number of on time applications refused for 2024/2025	0
		Number of on time successful appeals for 2024/2025	0

Abertillery Learning Community, Primary Campuses

Principal: Tracey Jarvis | Vice Principal: Kate Olsen

Admission Number Nursery	141	Number of on time applications received for 2024/2025	67
Admission Number Reception	140	Number of on time applications refused for 2024/2025	0
School Capacity	980	Number of on time successful appeals for 2024/2025	0

Tillery Street Campus

Tillery Street, Abertillery, NP13 1EH

Head of Campus: Marie Lewis

Tel: 01495 355911

E-mail: info@abertillery3-16.co.uk

Roseheyworth Road Campus

Roseheyworth Rd, Abertillery, NP13 1SR

Head of Campus: Louisa Tudge

Tel: 01495 355911

E-mail: info@roseheyworthrhcampus.co.uk

Six Bells Campus

Six Bells Rd, Six Bells, Abertillery, NP13 2NJ

Head of Campus: Alison Lyndon-Jones

Tel: 01495 355911

E-mail: info@sixbellscampus.co.uk



Welsh-Medium Provision

Blaenau Gwent has one 3-11 Welsh-medium primary school, with two campuses, the existing Ysgol Gymraeg Bro Helyg in Blaina and a new seedling provision Ysgol Gymraeg Tredegar in Chartist Way, Sirhowy, Tredegar (which will currently be for Nursery, Reception and Year 1 Pupils).

Ysgol Gymraeg Bro Helyg is situated on the Rising Sun Industrial Estate, Blaina, Blaenau Gwent. NP13 1YL.

Ysgol Gymraeg Tredegar will be situated on Chartist Way, Sirhowy, Tredegar for the Academic year 2024/25. However, the school is currently situated at a temporary location Bedwellty House, Morgan Street, Tredegar.

***Under 8 years of age – if living more than 1.5 miles from school
8 years and over – if living more than 2 miles from the school.**

Free home to school transport is also provided for nursery pupils, in line with Blaenau Gwent Council's 10-Year Welsh in Education Strategic Plan 2022-2032 for more information on the Blaenau Gwent Welsh in Education Strategic Plan 2022-2032 please refer to the following website: **Welsh in Education Strategic Plan 2022-32 Consultation | Blaenau Gwent CBC** (blaenau-gwent.gov.uk)

Pupils attending a Welsh-medium primary school normally transfer to a Welsh-medium secondary school. Blaenau Gwent pupils wishing to continue to be educated through the medium of Welsh in secondary school are presently catered for at Ysgol Gyfun Gwynllyw, which is situated in Pontypool.

Pupils aged 11 - 16 living more than 2 miles from the school will qualify for free home to school transport.

Use of the Welsh Language in Primary Schools

In Welsh-medium primary schools all subjects of the National Curriculum with the exception of English are taught through the medium of Welsh.

In English-medium primary schools Welsh second language is a statutory requirement in both the Foundation Phase and Key Stage 2.

Use of the Welsh Language in Secondary Schools

In Welsh-medium secondary schools, all subjects of the National Curriculum with the exception of English are taught through the medium of Welsh.

In English-medium secondary schools Welsh second language is a statutory requirement for all pupils in Key Stage 3 and Key Stage 4.

In accordance with the Education Reform Act, (1988) Welsh is a core subject in all Welsh-medium schools.

Blaenau Gwent set and apply the admission arrangements for Ysgol Gymraeg Bro Helyg. (a Welsh-medium school offering education through the medium of Welsh). The admission arrangements are detailed on pages 24 - 36.

Ysgol Gymraeg Tredegar**Temporary location:** Bedwellty House, Morgan Street, Tredegar

New building on Chartist Way, Sirhowy, Tredegar.

Transitioning from Bedwellty house to new building for the academic year 2025

Admission Number Nursery	60	Number of on time applications received for 2024/2025 (Reception)	4
Admission Number Reception	30	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	210	Number of on time successful appeals for 2024/2025 (Reception)	0

The school will offer full time Nursery provision for 2025.

Ysgol Gymraeg Bro Helyg

Rising Sun Industrial Site, Blaina, NP13 1YL

Tel: 01495 355990 | E-mail: ann.bellis@blaenau-gwent.gov.uk

Headteacher: Ann Toghill

Admission Number Nursery	60	Number of on time applications received for 2024/2025 (Reception)	27
Admission Number Reception	30	Number of on time applications refused for 2024/2025 (Reception)	0
School Capacity	215	Number of on time successful appeals for 2024/2025 (Reception)	0

The school will offer full time Nursery provision for 2025.

The designated catchment area school for Welsh medium secondary provision for Blaenau Gwent pupils is:

Ysgol Gymraeg Gwynllyw

Heol y Ffoledd, Trefddyn, Pont-y-pwl, Torfaen, NP4 8JD

Tel: 01495 750405 | Web: www.gwynllyw.org | E-mail: yggswyddfa@gwynllyw.schoolsdu.org.uk

Acting Headteacher: Helen Rogers

The following schools on pages 14 - 18 administer their own admissions arrangements, therefore, applications for places should be submitted directly to the school.

Foundation School

This is a secondary school where the governing body employs the staff and sets the admissions criteria for the school.

Brynmawr Foundation School

Intermediate Road, Brynmawr, NP23 4XT

Tel: 01495 310527 | E-mail: Brynmawr.school@blaenau-gwent.gov.uk

Headteacher: Gerry McNamara

Admission Number

151

School Capacity

755

Oversubscription Criteria

Those children, whose parents have expressed a preference, will be offered places first. When these children have been identified, the allocation of the places will be selected according to the following criteria, which are listed in the priority order, up to the admission number for that particular year group.

1. Children looked after and children previously looked after (children under local authority care).
2. Children with siblings living in the same household and attending Brynmawr Foundation School at the date the pupil is placed on role (siblings include half-brother/sister and fostered or adopted siblings).
3. Children on role at one of our Alliance Primary Schools
 - > Blaen Y Cwm Primary School
 - > Coed Y Garn Primary School
 - > St Mary's Church in Wales School
 - > St Mary's Roman Catholic Primary School
 - > Ystruth Primary School
4. Children who have an exceptional medical or social need for a place. Applications will only be considered under this category if they are supported by a medical consultant's report. The information must specify the medical/social advantage of the child attending BFS.
5. After taking account of the above categories, priority will be based on the closeness to the school, measured from the front door of the pupil's home to the gate of the school.

Voluntary Aided Schools and Admissions Criteria

Voluntary-aided (VA) schools operate under foundations (usually trusts, which often are the Church Diocesan Boards). Most are designated with a religious character. The governors of the school set and apply the admission arrangements. The admissions arrangements are set out under the entry for each school.

All Saints R.C. Primary

Heol-yr-Ysgol, Ebbw Vale, NP23 6QP

Tel: 01495 303631 | E-mail: allsaints.primary@blaenau-gwent.gov.uk

Headteacher: Joseph Price

Admission Number Nursery

30

School Capacity

200

Admission Number Reception

28

Oversubscription Criteria

Where the number of applicants for admission exceeds the number of places available, places will be awarded to applicants in the categories in the following order of priority.

- > Children looked after or children previously looked after baptised Catholic children.
- > Baptised Catholic children attending All Saints Catholic Primary school at time of application.
- > Baptised Catholic children living in the Parish of Ebbw Vale at time of application.

Confirmation of Baptism will be required in each of the above categories.

- > Children looked after or children previously looked after.
- > Children who are attending a Catholic primary school at the time of application.
- > Other children for whom parents/guardians seek a specifically Christian education.

St. Joseph's R.C. Primary

Ashvale, Tredegar, NP22 3RU

Tel: 01495 722899 | E-mail: stjosephs.primary@blaenau-gwent.gov.uk

Headteacher: John McMorrow

Admission Number Nursery

41

School Capacity

107

Admission Number Reception

15

The school will offer full time Nursery provision for 2025.

Oversubscription Criteria

Where the number of applicants for admission exceeds the number of places available, places will be awarded to applicants in the categories in the following order of priority.

- > Roman Catholic children previously or currently looked after by the Local Authority.
- > Children looked after from other or no faiths, previously or currently looked after by the Local Authority.
- > Baptised Catholic children whose families are resident in the parish/es of Immaculate Conception, Tredegar & St. John's, Rhymney.
- > The Baptised Roman Catholic children residing outside the catchment area.
- > The non-baptised children of Roman Catholic parents residing in the catchment area of the school.
- > The non-baptised children of Roman Catholic parents residing outside the catchment area of the school.
- > Siblings (e.g. full, half or step brother/sister, adopted or fostered) of Non-Catholic children who are already pupils in the school.
- > The Governors will consider applications for:
 - a. Non Catholic children whose parents are seeking a Christian education for their children.
 - b. Children of other Christian denominations.
 - c. Children of other world faiths.
 - d. Non Catholic children for social reasons.
 - e. Children who have an exceptional medical or social need
 - f. Children of ethnic or minority origin.

St Mary's Church in Wales Primary

Intermediate Road, Brynmawr, NP23 4SE

Tel: 01495 310525 | E-mail: stmarysciw.primary@blaenau-gwent.gov.uk

Headteacher: Catherine Knowlson

Admission Number Nursery

30

School Capacity

210

Admission Number Reception

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.

1. Children looked after or children previously looked after.
2. A pupil with a sibling who will continue to be at the school in the next academic year i.e. not in Year 6.
3. A pupil whose home address is within the ecclesiastical parish boundaries of St Mary's the Virgin Church and they attend a Church that is part of the Church in Wales.
4. A pupil whose home address is within the ecclesiastical parish boundaries of St Mary's the Virgin Church.
5. A pupil who attends a Church in Wales Church and for whom this is their nearest voluntary aided school.
6. A pupil who has been christened in a Church in Wales Church (send copy of certificate with application).
7. A pupil whose parents have expressed a desire for a Church in Wales 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.

St Mary's R.C. Primary

Catholic Road, Brynmawr, NP23 4EF

Tel: 01495 310596 | E-mail: stmarysrc.primary@blaenau-gwent.gov.uk

Acting Headteacher: Martin Buckley

Admission Number Nursery

53

School Capacity

210

Admission Number Reception

30

Oversubscription Criteria

The Governors will give priority of admission as follows;

1. Roman Catholic children previously or currently looked after by the Local Authority.
2. Children looked after from other or no faiths, previously or currently looked after by the Local Authority.

3. Baptised Catholic children whose families are resident in the parish.
4. The Baptised Roman Catholic children residing outside the catchment area.
5. The non-baptised children of Roman Catholic parents residing in the catchment area of the school.
6. Sibling (e.g. full, half or step brother/sister, adopted or fostered) of Non-Catholic children who are already pupils in the school.
7. The Governors will consider applications for:
 - a. Non Catholic children whose parents are seeking a Christian education for their child
 - b. Children of other Christian denominations
 - c. Children of other world faiths
 - d. Non Catholic children for social reasons
 - e. Children who have an exceptional medical or social need
 - f. Children of ethnic or minority origin

Special School

Pen-y-Cwm school is a special day school. Admissions to this school are co-ordinated by Blaenau Gwent's Inclusion team on the basis of need. For more information on place allocation for this school please contact ALNEnquiries@blaenau-gwent.gov.uk

Pen y Cwm Special School

Strand Annealing Lane, Ebbw Vale, Blaenau Gwent, NP23 6AN

Tel: 01495 357755 | E-mail: Penycwm@blaenau-gwent.gov.uk

Headteacher: Deborah Herald



The River Centre 3-16 Learning Community

The River Centre 3-16 Learning Community is a special day school. Admissions to this school are co-ordinated by Blaenau Gwent's Inclusion team on the basis of need. For more information on place allocation for this school please contact the Headteacher via the details provided below. Additional information can also be found via the website.

The River Centre 3-16 Learning Community - Secondary Campus

Pontygof, Ebbw Vale, Blaenau Gwent, NP23 5AZ

The River Centre 3-16 Learning Community - Primary Campus

Dukestown Rd, Sirhowy, Tredegar, Blaenau Gwent, NP22 4PY

The River Centre 3-16 Learning Community - House

Welfare Ground, Ebbw Vale, Blaenau Gwent, NP23 5AZ

Tel: 01495 357714 | E-mail: rivercentre3-16@blaenau-gwent.gov.uk

Website: www.therivercentre.org.uk

Executive Headteacher: Theresa Evans-Rickards | Headteacher of Secondary Campus: Hayley Davies

Headteacher of Primary Campus: Allison Howells



Do you want your child to become bilingual?

But we don't speak Welsh!

With parents who don't speak Welsh in the majority, schools provide everything in English and Welsh.

What about their English language skills?

When children leave Welsh medium primary school they are fluent in Welsh, and as fluent in English as children from English medium schools.

For more information or to speak to a member of the Admissions team, please refer to the contact details on the bottom of each page of this booklet.

Why Welsh medium education?

The quality of education is excellent, it's easy to learn a language from an early age, and children enjoy their lives in English and Welsh!

Play and learn in Welsh from birth ... 0-4 year olds

Cymraeg i Blant Cymraeg for Kids

Free activities for new parents using English and introducing Welsh
@Cymraegforkids | Facebook: Cymraeg i Blant Blaenau Gwent

Ti a Fi

Parent and toddler sessions run by Mudiad Meithrin

Day Nursery / Childminder

Ask your local provider how they use Welsh in everyday activities.

Cylch Meithrin / Flying Start / Playgroup

2-2½ hour session. Suitable for children from 2 year old to school age. Some groups provide rising 3 places and wraparound services.

For Further information on childcare and education please visit:

Childcare | Blaenau Gwent CBC (blaenau-gwent.gov.uk)

Schools & Learning | Blaenau Gwent CBC (blaenau-gwent.gov.uk)

So, what are the benefits of being bilingual?

You can live your life in two (or more) languages. Living in Wales your life is enriched when you can speak Welsh and if you want to travel or already speak other languages at home, learning another is easier!

There are fantastic work and career opportunities, speaking two languages offers more employment opportunities as well as an additional skill on your C.V.

Talking with people in their choice of language is an advantage. These career areas in particular are keen to employ Welsh speakers – media, information technology, health, the public sector, sports and leisure, retail, and the childcare sector etc.

Blaenau Gwent along with key partners have launched a new webpage for information to support parents in making decisions about the Welsh Language and the benefits of being bilingual [Becoming Bilingual | Blaenau Gwent CBC](#) (blaenau-gwent.gov.uk)

Boost your brain ...

International research shows that bilingual children tend to achieve higher within the curriculum and perform better in exams. They also tend to do better working under pressure.

How is Welsh taught in a Welsh medium School?

- When children begin learning Welsh, they will be immersed in the language from the start but the staff are flexible and can use English if necessary to help the children.
- Welsh is the language of Education in the Foundation Phase (nursery-Y2) and then children will have lessons in English and use English in their lessons across the curriculum.
- This is an internationally recognized method of learning languages.

How to help your child from the start?

Even during pregnancy, babies can hear voices and music. So if you're keen to raise your child bilingually, now's the time to start speaking and singing in Welsh to your baby.

For Welsh Government information about Welsh language for parents search for Cymraeg.gov.wales

For information on learning Welsh as an adult search for learnwelsh.cymru.

Cyw - Cyw is S4C's range of programmes, apps, live shows etc. for children. You can find Cyw (chick) and friends across a range of platforms, all for free.

Television - Watch Cyw programmes with your child every morning on S4C, including Patrol Pawennau (Paw Patrol), Bing, Deian a Loli, Peppa (Peppa Pig) and other favourites in Welsh.

Children don't have to speak Welsh to enjoy cartoons in Welsh!

Download **S4C Clic** or go to www.s4c.cymru/cyw to watch Cyw programmes at any time.

Fun and educational apps for small children

These handy apps will help you along the way.

Cyw apps Search for 'Cyw S4C' - Cyw apps are designed for small children to use and feature Cyw and friends.

Magi Ann apps Search for 'Magi Ann' - Have fun learning to read with the award winning Magi Ann stories. See and hear the stories in English and in Welsh.

Selog apps Search for 'Selog' - **Welsh language resources to buy:**
www.siopdewinadoti.cymru, www.gwales.com

Blaenau Gwent libraries have Welsh and bilingual children's books for children of all ages.

Directory

Mudiad Meithrin - Mudiad Meithrin supports young children in Wales to access early years services and experiences through the medium of Welsh.

Tel: 01495 750405 | **Web:** www.meithrin.cymru | **Twitter:** @mudiadmeithrin

Directory continued ...

Cymraeg for Kids - A national scheme that supports parents to use the Welsh language with their children by choosing Welsh medium childcare and education. The scheme is managed by Mudiad Meithrin. Local free support groups for parents: baby massage, baby yoga, Welsh Storytime sessions and monthly family events that are an additional opportunity to socialise through the medium of Welsh.

Tel: 01970 639639 | **Facebook:** Cymraeg i Blant Blaenau Gwent | **Twitter:** @CymraegforKids
Web: Llyw.Cymru/CymraegiBlant | **Email:** cymraegiblant@meithrin.cymru

Welsh Government Cymraeg - Website with information on a range of Welsh language matters and a portal to other sites – events finder, app of the week, Welsh for Adults courses and much more. are an additional opportunity to socialise through the medium of Welsh.

Web: www.llyw.cymru/cymraeg | **Twitter:** @Cymraeg

Cymraeg i Oedolion@Coleg Gwent - People have different reasons for wanting to learn Welsh - to support children in Welsh medium education, perhaps, or to widen job opportunities. A wide range of Welsh courses are held across Gwent, something for everyone. Search online or give us a call.

Tel: 01495 333710 | **Email:** welsh@colegwent.ac.uk | **Web:** www.learnwelsh.cymru
Twitter: @CymraegGwent

Yr Urdd - The Urdd is a youth organisation which offers opportunities and events to all the young people of Wales (up to the age of 25). It is a lively organisation which is a part of the life of children who attend Welsh medium education, through sports, music, the Eisteddfod, residential centres and youth groups.

Web: www.urdd.cymru | **Twitter:** @urdd | **Tel:** 01495 752589

Rhieni dros Addysg Gymraeg (Rhag) - Parents for Welsh Medium Education exists to support and promote education through the medium of Welsh throughout Wales and to ensure equal opportunities for those who wish their children to be taught through the medium of Welsh.

Web: www.rhag.net | **Twitter:** @RhAG1

Menter Blaenau Gwent, Torfaen and Monmouthshire - Menter Blaenau Gwent, Torfaen a Mynwy is a Welsh Government-funded initiative that develops and promotes opportunities for using the Welsh language in the communities across the three counties. These activities include coffee mornings, gigs, fun days, after school clubs and playschemes.

Web: www.mentercasnewydd.cymru | **Email:** gwybodaeth@menterbgtm.cymru | **Tel:** 01495 755861

Applying for a school in 2025

Before you make your application

What you need to do	How
1 Visit the schools you are considering for your child.	Contact the schools directly for an appointment and/ or details of open events.
2 Read the school's Estyn reports.	These can be viewed via the following web address: www.estyn.gov.uk
3 Read the prospectus for each school.	These are available directly from the schools.
4 Read the oversubscription criteria for each school.	The oversubscription criteria for faith and foundation schools in Blaenau Gwent are listed on pages 14 -18. All other Blaenau Gwent schools have the same over subscription criteria which can be found on pages 35 - 36.
5 Consider how likely it is that your child will be offered a place at your preferred schools.	Look to see which oversubscription criteria your child will be considered under. It is also worth noting the appeals processes on page 34 within this booklet, to know and understand your options in the instance that your child was to be refused a place.
6 Look to see how many places each school has available. This is called the admission number. This number is set to take into account the number of pupils that each school site can accommodate.	The admission number for each school is listed on pages 6 - 10 of this booklet.
7 Consider how your child will travel to school.	Please refer to the Blaenau Gwent Home to School and Post 16 Transport Policy for more information: https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/school-transport/



Talk to your child about the decision.



Let others influence your decision – the right school for your friend's child may not be the right school for your child.

Completing your application form

If you would like for your child to attend a community Local Authority maintained school in Blaenau Gwent, you must complete the Blaenau Gwent County Borough Council application form. These schools can be found on pages 6 - 13. For more information on how to apply or to apply online, please refer to the following website: <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/school-admissions/>

Not maintained by Blaenau Gwent (see pages 14 - 18), you should **apply directly** to the school for your application to be considered against their admissions policy. If however, you wish to indicate a second preference school that is maintained by Blaenau Gwent, this should be done via a Blaenau Gwent application and submitted online at <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/school-admissions/>

You must complete an application form relevant to your child's age, by the date specified on page 4.

Applying

- > You can apply for a school place online at <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/school-admissions/>
- > Copies of the application can also be obtained from the Admissions team by contacting 01495 355493/355340 or schooladmissions@blaenau-gwent.gov.uk

Application process start dates:

Nursery – 7th September 2024

Reception – 6th January 2025

Secondary – 23rd September 2024

If your child attends a primary or secondary school in another Local Authority and you wish for your child to **transfer** schools during the academic year, an in-year transfer form can be obtained online at <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/school-admissions/> or via the admissions team by contacting 01495 369502/369524 or schooladmissions@blaenau-gwent.gov.uk. Please refer to Section 4 for more information on in-year transfers.

Filling in your application form

We reserve the right to undertake reasonable checks to verify any information provided on your application form. If false, misleading and/or fraudulent information is provided we reserve the right to:

- > withdraw an offer of a school place; or,
- > if an offer has not been made, process the application with the correct information as a late application.

If you suspect fraud please write to the: Education Transformation and Business Change Service Manager, Blaenau Gwent County Borough Council, Education Directorate, General Offices, Steelworks Road, Ebbw Vale. NP23 6DN. All cases will be investigated accordingly.

Application details

The following details are required in completing an application for your child:

Name and date of birth – Please give your child's name and date of birth exactly as it appears on their birth certificate.

Address – The address you provide must be your child's permanent address. This must not be an address of another family member or another adult who looks after your child but does not have parental responsibility for your child.

You must provide proof of your address with your application, if you do not consent to the Local Authority checking your council tax record, send **photocopies or upload online** the documents listed below to the address detailed at the bottom of the page. Please remember to put your child's full name and date of birth on any documents you send us.

Please provide a photocopy or upload online of one of the following (to show proof of address)

- > Your council tax bill (dated within 1 year);
- > A copy of the most recent child benefit letter/child tax credit notification, naming the child or whom the application is being made;
- > Recent utility bill.

And a photocopy or upload online of one of the following (to show proof of date of birth)

- > Your child's birth certificate;
- > Valid passport which displays your child's date of birth or NHS medical card.

If parents are separated the application should be made by the parent who has parental responsibility and/or primary care of the child. Where a child spends equal time with each parent, the exact arrangements should be made clear in a letter with a copy of any custody or residency order, however, it is important to note that the application can only be processed from one address.

*Where a parent/carer does not provide the relevant evidence the application will be treated as incomplete until all supporting evidence is received.

*Should the supporting information be received after the closing date then this will render the application as late.

Change of circumstances

You must provide the address on your application form where your child is living as at the closing date for applications. If you move house after the closing date, please let us know immediately.

Other information about your child

If your child has a Statement of Educational Need which names a school or a Local Authority based individual educational needs (IDP), the child must be admitted to that school before application of the oversubscription criteria. In the case of looked after or previously looked after children, the oversubscription criteria will not be applied and no consultation is required about the suitability of the school, as this qualifies as an automatic admission under excepted pupil status. Please refer to Section 4 for more information on in-year transfers.

Excepted pupil

Please refer to Section 4 for more information on in-year transfers:

- > Children who have an IDP.
- > Children whose statements of SEN specify that they should be educated at the school concerned, and who were admitted to the school outside a normal admission round.
- > Children who are looked after by local authorities (looked after children), or who have ceased to be looked after (previously looked after children) as a result of being adopted or being placed with a family or given a special guardian and are admitted to the school outside a normal admissions round.
- > Children initially refused admission to a school, but subsequently offered a place outside a normal admission round by direction of an admission appeal panel, or because the person responsible for making the original decision recognises that an error was made in implementing the school's admission arrangements.
- > Children admitted outside the normal admission round who:
the maintaining Local Authority confirmed cannot gain a place at any other suitable school within a reasonable distance of their home because they have moved into the area outside a normal admission round, or they desire a religious education, or a Welsh speaking education and the school in question is the only suitable school within a reasonable distance.
- > Children who were admitted to the school outside the normal admission round after which the school has arranged its classes, and after the first day of the school year, the effect of which would mean that the school would have to take a relevant measure if such children were not excepted pupils.
- > Children of armed forces personnel who are admitted outside the normal admission round.
- > Children whose twin or other sibling from a multiple birth are admitted as non-excepted pupils, as the final pupil(s) allocated a place before the admission number is reached.
- > Children who are registered pupils at special schools, but who receive part of their education at a mainstream school.
- > Children with ALN who are normally educated in a special unit in a mainstream school, who receive part of their lessons in a non-special class.

Parent, guardian and/or carer details

Where the child(ren) and/or young person(s) is currently under the care of the Local Authority, the relevant social worker must sign the application form and confirm the appropriateness of choice of school.

Please provide the details of one parent/guardian or carer and your contact details. Please ensure you include a daytime telephone number as we may need to contact you.

Listing schools on your form

We recommend that you list a first, second and third preference school on your form, this will increase the chance of your child(ren) being offered a school that you would like them to go to.

Exceptional medical reasons

In very rare cases, children can be given priority admission to a particular school where there is evidence to demonstrate exceptional medical reasons why only one particular school can meet their needs.

Applications in this category cannot be considered unless your application is supported by a consultant's report. In each case, the connection between your child's need and the specific school must be made and you must clearly demonstrate why this one specific school can meet your child's needs in a way that no other school can.

You will need to supply evidence by the closing date of:

Nursery – 18th October 2024
Reception – 21st February 2025
Secondary – 15th November 2024

***Information provided after this date will be considered after the relevant offer date has passed.**

As previously mentioned if your child has a Statement of Special Education Need (SEN) or a Local Authority based IDP separate admission processes apply. Please contact Blaenau Gwent Inclusion team before completing the relevant form on (01495) 355443 or email: ALNEnquiries@blaenau-gwent.gov.uk

Declaration and signature

When you have completed your form, the parent/legal guardian having parental responsibility for the child must sign to confirm the information provided is correct.

Returning your completed form

Please ensure to complete your online application form via <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/school-admissions/>

It is the parent/guardian, carer's responsibility to ensure that the Local Authority receives your completed application safely and on time. If you are posting your application and supplying evidence it is advised that the form is **sent by recorded delivery**.

Incomplete/late applications

Incomplete applications received after the closing date will be classed as late. These applications will be considered after all other completed applications that were received on time and will be processed in line with the timeframe shown on page 31.

Incomplete/late applications may be unlikely to be offered one of their preferred schools.

Changes of preference/circumstance

Should a parent/carer wish to change their preference or their circumstances change, this needs to be done in writing to the Local Authority.



How we will process your application

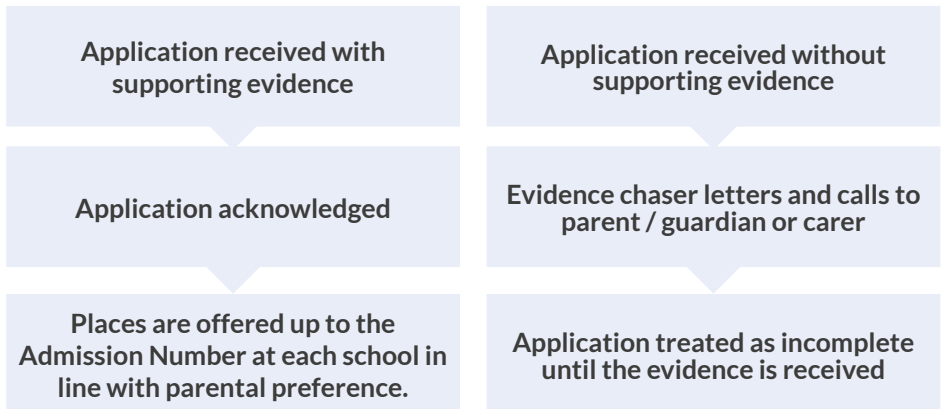
Each school you list on your application form is considered by Blaenau Gwent County Borough Council and processed in line with the Blaenau Gwent Admission Policy for Nursery and Statutory Education 2025/26:

<https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/>

- > All first preferences will be met except where the number of applications exceeds the number of places available. Should there be more applications than places available, places will be allocated on the basis of the oversubscription criteria.
- > The oversubscription criteria are only applied when there are more applications to a school than there are places available. If the number of applications is equal to or less than the admission number, then all pupils must be admitted.
- > The Governors of voluntary aided and, foundation schools apply their criteria to all their applicants and this information is then shared with the Local Authority.

Application process

Each school has a set number of places that can be offered, this is known as the Admission Number and places are offered until the point at which the school is full. **The process for allocating pupil places is as follows:**



When will I know the outcome of my application?

We cannot guarantee that your offer letter will be received on the specified date below, but we can guarantee that the letters will be sent out on this date either first class post or via e-mail. *Please note that we will not provide this information over the phone or by e-mail.

Date	What will happen
22 nd November 2024	Offer day for Nursery
16 th April 2025	Offer day for Reception
3 rd March 2025	Offer day for Secondary

Notifying parents/guardians and/or carers of the outcome of the application

The Local Authority will inform parents of the outcome of their application on the offer date outlined above. If the application is rejected, parents will receive written confirmation of the outcome and will also be provided with the 'Appeals Guidance for Parents' document, which will detail the appeals procedure. If a 1st preference school has been refused the Local Authority will allocate a place at the 2nd or 3rd preference if one is stated, or the next nearest school with a place, if preferences cannot be met.

*Headteachers/representatives and other school officials for Local Authority Maintained Schools should NOT provide an indication as to whether or not an application is likely to be successful, as this is a matter for the Admissions Authority.

Waiting list

Waiting lists are reviewed if and when a place becomes available in line with the published oversubscription criteria.

Following the allocation of places during the normal admission round, children will remain on the waiting list for their preferred school until 30th September at the start of the following academic year i.e. if the child is placed on the waiting list in November 2024, they will remain on the list until 30th September 2025.

Therefore, parents will be required to make a new application for admission after this date. If additional places become available, they will be allocated to children on the waiting list on the basis of the published oversubscription criteria. Waiting lists do not give priority to children based on the date the application was added to the list.

Deferred entry to a school

The Law does not require a child to start school until the start of the term following the child's fifth birthday; therefore, the Admissions Authority must provide a school place by this time. The parent would not, however, be able to defer entry beyond the beginning of the term after the child's fifth birthday. Parents do have the right to:

A

request that the date their child is admitted to school is deferred until the term after the child's fifth birthday, or,

B

request that their child takes up the place part-time until the term after the child's fifth birthday.

School admission appeals

If your child is refused a place at one of the schools listed on your form you can appeal against this decision to an independent appeal panel. You will be given details of how to make an appeal in our refusal letter.



How to ensure you have the best possible chance of being offered one of your preferred schools

The most important information at the start of the following academic year i.e. if the child is placed on the waiting list in November 2024, they will remain on the list until 30th September 2025. admission are detailed below:

- > Knowing what to do and what to look into before you make your application (See page 24)
- > Understanding how late applications can affect your child's placement (See page 25)
- > Knowing and understanding how the admissions criteria is applied (See pages 35 -36)
- > Submitting your form on time with all required evidence (See page 26)
- > Understanding the appeals process in the event of a refusal (See page 34)



Admissions appeals

*Please note there is no right of appeal for nursery applications as this is non-statutory Education.

What happens if your child is refused a place?

In the majority of cases children are offered places at their first choice of school. If your child is unable to gain admission at the first choice then you will need to decide whether you are willing to accept a place at a different school, or whether you wish to appeal the decision. If you wish to appeal an Independent Appeal Panel will be called to review the appeal.

How to appeal

You may make a formal appeal against the decision, and this must be received within 28 calendar days of you being notified of the decision not to admit your child to your chosen/preferred school. The appeal will be heard by an Independent Appeal Panel who will set a time and place for the hearing. The panel will allow parents an opportunity to make their representations (oral and/or written). Parents are advised that agencies such as SNAP www.snapcymru.org are available to provide assistance in making appeals. For more information on appeals please refer to the following documents:

- <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/school-admissions/admissions-appeals/>
- <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/schooladmissions/>
- <https://gov.wales/school-admission-appeals-code>

Parents are advised that:

1. They may elect not to attend the appeal meeting and, instead, allow the appeal to be considered on a written statement.
2. They will be given at least 14 days (from the day of posting) written notice of the meeting of the Appeals Panel
3. They are welcome to be accompanied by a friend, or represented by a solicitor.



Schools Oversubscription Criteria

The Admissions Authority will consider each individual application received by the published closing date. If the number of applications for an individual school is greater than the admission number, the allocation of places will be allocated using the following criteria, which are listed in priority order:-

***Please Note:** Children with a Local Authority IDP or that have statement of Special Educational Needs which names the school will be admitted in accordance with Section 324 of the Education Act 1996.

1. Children in Care

Priority to be given to children looked after/children previously looked after (children under the Local Authority's care); following consultation on the appropriateness of the named school.

Children in care means children who are in care of the Local Authority before the published closing date.

2. Catchment School

Children who live in the catchment area of the school on or before the published closing date.

3. Social / Medical

Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a medical consultant's report. The information must specify the medical advantage of the child attending the preferred school. Please note that reports from family doctors are NOT accepted for this purpose.

4. Brother or Sister

Children who will have a brother or sister at the school to which the parent is applying, after the date of admission, will be given a higher priority than those who do not. Please note, however, that having a sibling at the school does not guarantee admission for any other children in the family. Where there is more than one such case, priority will be given to those children closest in age to the sibling already attending the preferred school as of the admission date. Brothers and sisters whether half, full, step or foster will be considered relevant where living in the same household.

5. Distance

Children living closest to the preferred school measured by the shortest recognised permitted walking route between the pupil's front door of the home and school gate using a digital mapping system.

Multiple Births

A multiple birth is the birth of more than one baby from a pregnancy. If only one place is available at the school and the next child who qualifies for a place is one of multiple birth siblings, the school will go over their published admission number.

Tie Breaker

The tie breaker for all criteria is: children living closest to the school measured using the digital mapping system. Places will be allocated on the basis of distance between the shortest recognised permitted walking route between the pupil's front door of the home and the main school gate using a digital mapping system. Children living closest to the school are given the highest priority.

Deferred places - before compulsory school age - 5 years old

The School Admissions Code states that admission authorities must allow parents to defer a school place until the child is of compulsory school age. Parents can defer a place to a time later in the year, or until the child is of compulsory school age AND request that their child takes up the place part-time until the child reaches compulsory school age.





Mae Brechu yn achub bywydau
Vaccination saves lives

Ydi eich plentyn chi wedi cael pob brechiad? Is your child up to date with their immunisations?



2

Mis / Months

- Diphtheria, Tetanus, Pertussis, Polio, Haemophilus Influenzae Type B (Hib) & Hepatitis B (HepB)
- Rotavirus
- Meningococcal (MenB)



3

Mis / Months

- Diphtheria, Tetanus, Pertussis, Polio, Haemophilus Influenzae Type B (Hib) & Hepatitis B (HepB)
- Rotavirus
- Pneumococcal



4

Mis / Months

- Diphtheria, Tetanus, Pertussis, Polio, Haemophilus Influenzae Type B (Hib) & Hepatitis B (HepB)
- Meningococcal (MenB)



12-13

Mis / Months

- Haemophilus Influenzae Type B (Hib) & Meningococcal (MenC)
- Pneumococcal
- Measles, mumps, rubella (MMR)
- Meningococcal (MenB)



2-3

Blynedd / Years

- Brechiad y fflui bob blwyddyn / Flu vaccine every year



3-4

Blynedd / Years

- Diphtheria, Tetanus, Pertussis & Polio
- Measles, mumps, rubella (MMR)



4-11

Blynedd / Years

- Brechiad y fflui bob blwyddyn yn yr Ysgol Gynradd / Flu vaccine every year in primary school



12-16

Blynedd / Years

- Tetanus, diphtheria & Polio
- Meningococcal (MenACWY)
- Human Papillomavirus (HPV)
- Brechiad y fflui yn yr ysgol / Flu vaccine in school
- Y frech goch, clwy'r pennau, rwbela (MMR) os heb gael 2 ddoes eisoes / Measles, mumps, rubella (MMR) if not had 2 doses already

Ydy hi byth yn rhy hwyr i ddal i fyny. Siaradwch gyda'ch nyrs neu eich meddyg.

Am wybodaeth bellach ffoniwch GIG 111 Cymru ar **0845 46 47** neu **111** os yw ar gael yn eich ardal, neu ewch i 111.wales.nhs.uk/LiveWell/Vaccinations

It's never too late to catch up. Speak to your nurse or doctor.

For further information call NHS 111 Wales on **0845 46 47** or **111** if available in your area, or visit 111.wales.nhs.uk/LiveWell/Vaccinations



Schools in other Admissions Authorities

If you wish to apply to schools outside Blaenau Gwent, you should contact the relevant Council for information on those schools. Please remember that if you are a Blaenau Gwent resident you must submit an application to schooladmissions@blaenau-gwent.gov.uk

Monmouthshire

Directorate for Children and Young People, Innovation House, Monmouthshire County Council, PO Box 106, Caldicot, NP26 9AN. **Website:** www.Monmouthshire.gov.uk
Tel: 01633 644508 | **E-mail:** schoolandstudentaccessunit@monmouthshire.gov.uk

Caerphilly

Please Note: Where parents wish to apply for their child to attend a school in the Caerphilly area i.e. Newbridge Comprehensive School, you are required to apply via the relevant Caerphilly Council application form or by making an on-line application via the Caerphilly Council website. Any such applications must be received by Caerphilly's School Admissions Team by the relevant published closing date as outlined in Caerphilly Council's admissions policy.

Website: www.caerphilly.gov.uk

Tel: 01443 864870 | **E-mail:** schooladmissions@caerphilly.gov.uk

Powys

Admissions and Transport Team, Powys County Hall, Spa Road East, Llandrindod Wells, Powys LD1 5LG. **Website:** www.powys.gov.uk

Tel: 01597 826455 | **E-mail:** admissionsandtransport@powys.gov.uk

Merthyr Tydfil

Pupil Services, Unit 5, Triangle Business Park, Pentrebach, Merthyr Tydfil CF48 4TQ

Website: www.merthyr.gov.uk

Tel: 01685 724620 | **E-mail:** school.admissions@merthyr.gov.uk

Torfaen

The Admission Team, Pearle House, Pontypool, NP4 6YB

Website: www.torfaen.gov.uk

Tel: 01495 766915 | **E-mail:** kath.worwood@torfaen.gov.uk

Secondary Roman Catholic provision for pupils living in Tredegar and Ebbw Vale areas is provided at:

Bishop Hedley Catholic High School

Gwaunfarren Road, Merthyr Tydfil. CF47 9AN

Tel: 01685 351860 | **Fax:** 01685 385292 | **E-mail:** office@bishophedleyhigh.merthyr.sch.uk

Admission Number: 120

Secondary Roman Catholic provision for pupils living in Brynmawr/Nantyglo and Abertillery is provided at:

St Albans RC High School

The Park, Pontypool, Torfaen, NP4 6XG

Tel: 01495 765800 | **E-mail:** staenquiries@stalbans.schoolsedu.org.uk

Website: www.stalbans-pontypool.org.uk

In Year Admissions

Pupils applying for a school place in-year

Applications for school places received after 1 September in any school year are called 'In-year' admissions.

In-year application forms for all year groups at all maintained primary and secondary schools, are available online at <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/school-admissions/changing-schools/>

Allocation letters of a school place detailing the offer will be sent to the parent/carer by the Education Transformation team and schools will be notified of these offers at the same time.

Requests to transfer between schools

The Admissions Authority do not encourage transfer from one local school to another. Research demonstrates that these moves can damage the educational achievement and success of children unless there are exceptional circumstances, and the transfer is in the best interest of the child. Parents are encouraged to discuss their reasons for wishing to switch schools with the headteacher at the child's present school.

Transfer applications will be processed within 15 days of the receipt of a **completed** application and allocated based on the availability of places.

Managed move

Blaenau Gwent has a protocol in place which ensures that vulnerable young people who apply for a secondary place outside the normal round of admissions, and/or who are not on the roll of a school, are offered a place quickly. Every effort is made for managed move admissions to be shared consistently across all secondary schools. As there are only four secondary facilities within the Local Authority, where appropriate the Admission Officer will consider the individual circumstances, and therefore, breach the admission number.





Other Information and Definitions

Attendance - every day counts

Parents are advised not to take their child(ren) on holidays during term time. Term dates for 2025/2026 can be found at <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/term-dates/>

The law advises that parents do not have the right to take their child(ren) out of school for holidays during term time without agreement of the headteacher who has discretion to agree up to 10 days leave.

Parents should make any applications for leave in writing prior to the holiday being taken.

There are 190 statutory school days in one year. There are 175 days (weekend and school holidays) available to be used for holidays, which would not have a negative effect on a child's education.

Integrated Children's Centre

Blaenau Gwent's Integrated Children's Centre offers information, advice and assistance about early years services. These include Family Information Service, Health Visiting, Flying Start and Families First.

Tel: 01495 369610 **Website:** www.blaenau-gwent.gov.uk

Clothing Grants

Information with regards to clothing grants can be obtained from the Benefits Division of the Resources Department.

Tel: 01495 353398 **Website:** www.blaenau-gwent.gov.uk

Complaints

Recent regulations introduced under Education Act 2002 requires the governing body of all maintained schools in Wales, including nursery schools, to establish procedures for dealing with complaints from parents, pupils, members of staff, governors, members of the local community and other.

As a result it will soon be possible to obtain full details of a school's complaints procedure from the schools listed on pages 6-19. Non-school related complaints will continue to be made to the Corporate Director of Education.

Education Welfare Service

The Education Welfare Service carries out the statutory duty of the Local Authority by supporting schools to ensure that all pupils of compulsory school age attend school regularly and punctually in order for them to achieve their appropriate educational and social potential in accordance with the 1996 Education Act and 1989 Children's Act. The Education Welfare Service also investigates and records all incidents of child employment and child performances, Children and Young Persons Act (1933) and Child Performance Regulations Wales (2015).

As well as the statutory duties mentioned above the Education Welfare Service will also:- Provide links between schools, parents, young people and other agencies as and when required; Advise schools and parents on how to tackle welfare issues such as youth crime, bullying, substance abuse, etc. Advise Child Protection Case Conferences of relevant information regarding children and families.

In Blaenau Gwent, every school has a designated Education Welfare Officer to advise and support them. Operating the Education Welfare Service in this way enables schools, pupils and parents to build up a professional relationship with the Education Welfare Officer. Schools are able to request an Education Welfare Officer to make a home visit to discuss attendance issues. Young people can also discuss problems in confidence with their Education Welfare Officer, if necessary.

Elective Home Education

The law requires parents to ensure that their child(ren) receive an education. This is usually through ensuring they attend a local school. However, parents sometimes choose to electively home educate their child(ren). If/when a parent decides to do this they become responsible for providing and ensuring their child(ren) receive a suitable education. The Local Authority is required to monitor the suitability of the education provided and will therefore undertake visits to be assured of this.

Children Missing from Education

The Education and Inspections Act requires local authorities to establish the identities of all children who are not registered at school or receiving a suitable education. The Education Welfare Service therefore works closely with school admissions to ensure that all children known to the local authority are accounted for.

Estyn

All schools are inspected by Estyn. Summary reports for parents following formal inspections are available from the school, and full inspection reports are available from local libraries or by visiting Estyn's own website at: **Website:** www.estyn.gov.wales

Ethnic Minority Pupils

Blaenau Gwent Education Directorate is supported by Gwent Educational Multilingual Services (GEMS) to ensure that pupils from all ethnic minority background are able to access and engage in education. Pupils from Gypsy, Roma or Traveller families are supported across Blaenau Gwent schools by the Traveller Education Service. The aim of this support is to ensure that pupils from Gypsy, Roma or Traveller background engage positively with education and every effort is made to ensure that pupils reach their full potential.

Free School Meals

A main meal is provided in all schools. The primary meal is free for pupils within the Reception, year 1 and year 2 groups. Primary - £2.50 | Secondary - £2.70

Which pupils are able to receive free school meals?

Free school meals are available to eligible pupils who attend school full-time. This includes:

- > Younger children who attend nursery for full days
- > Sixth form school pupils

Your child may be able to get free school meals if you get any of the following:

- > Income Support
- > Income-based Jobseeker's Allowance
- > Income-related Employment and Support Allowance
- > Support under Part VI of the Immigration and Asylum Act 1999
- > Guarantee element of Pension Credit
- > Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- > Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- > Universal Credit - provided your household has an annualised net earned income of no more than £7,400 (as assessed by earnings from up to three of your most recent assessment periods)

If your children receive Income-related Employment and Support Allowance, Income Support or Income-based Jobseeker's Allowance in their own right, they could also be able to receive free school meals.

For children/young people to be eligible to receive free school meals:

- > you, as a parent, or your child, must receive the relevant benefit or support payment
- > you should have submitted an application for free school meals to the local authority (or an application should have been submitted on your behalf)
- > the application should have been approved by the local authority, or documents should have been seen by the local authority which strongly indicate your child is eligible.

For further information please contact the Benefits Section on **Tel:** 01495 311556

Email: benefits@blaenau-gwent.gov.uk

School Uniform Grant

The School Essentials Grant (formerly Pupil Development Grant Access) is available to children and young people eligible for free school meals (eFSM), looked after children and those who are classed as No recourse to Public Funds in year groups Reception to Year 11.

Funding of £125 is available for each eligible learner except for those in Year 7 who will be entitled to £200 (to reflect the increased cost of starting secondary school).

Learners who receive Free School Meals (eFSM) due to transitional protection arrangements **do not qualify for this funding**. Learners who receive Universal Primary Free School Meals (UPFSM) only and not eFSM based on income/benefit related criteria **do not qualify for this funding**.

Families are only entitled to claim once per child, per school year.

The scheme for the 2023/24 academic year will begin on 1st July 2023 and end on 31st May 2024.

How to apply

Apply online if:

- > Your child is eligible for free school meals and
- > Your child has not already had a school uniform grant for the current school year 2024/2025

Please use a browser such as Chrome, Edge or Safari to access My Services and the form below. It will not work in Internet Explorer.

Email: benefits@blaenau-gwent.gov.uk or **Tel:** 01495 311556 for further information about this grant.

Local Government Ombudsman (LGO)

The Local Government Ombudsman looks at complaints about councils and some other authorities, including education admissions appeals panels. Their role is to investigate complaints in a fair and independent way – they do not take sides. You can contact them on:

Tel: 0300 790 0203 **Website:** www.ombudsman-wales.org.uk

Milk

Free milk is provided for pupils attending: nursery, reception, year 1 and year 2 in schools that have chosen to participate in the scheme for the provision of free milk. The provision of milk is, however, subject to parental agreement. Milk is also provided to pupils in residential special schools and to pupils in other schools who require milk on medical grounds.

National Youth Advocacy Service (NYAS)

The National Youth Advocacy Service (NYAS) is a UK charity providing children's rights and socio-legal services. They offer information, advice, advocacy and legal representation to children and young people up to the age of 25. NYAS seeks to provide and develop its services through the active participation of young people, who are involved at all levels of the organisation.

If you are a child, young person or ringing on behalf of a child or young person and need help, information or advice, you can contact the service on help line number FREEPHONE 0808 8081001 or send an e-mail to help@nyas.net.

School Governors

Each school has a Governing Body which plays an important part in the life of the school. It has a general responsibility for the conduct of the school and a range of specific responsibilities, including managing the school's finances and the appointment of staff.

Governing bodies are made up of local people and will include parents; persons appointed by the Local Authority, teachers, support staff, headteachers and also representative of the local business community and the Church.

The number of members will depend upon the size of the school.

For information on the work of school governing bodies and details of how to become a school governor, please contact **Education Achievement Service, Tredomen House, Ystrad Mynach, Hengoed, CF82 7WF.**

Tel: 01443 863242

School Leaving Date

The Government has introduced a single school leaving date, which is the last Friday in June in the school year in which a pupil reaches the age of 16. Pupils are unable to take up full time employment until after this date.

School Transport (Other than for Special Education)

The criteria for the provision of free transport:-

1. Free transport is generally restricted to pupils of statutory school age who attend their catchment area schools and live the necessary distance from the school.

The distances quoted are subject to review up to the statutory limit:

Under 8 years of age – if living more than 1.5 miles from school (statutory limit 2 miles)

8 years of age and over – if living more than 2 miles from school (statutory limit 3 miles)

Distances are measured by the shortest walking route between home and school using the GGP Digital Mapping System as recommended by the Welsh Government. In some cases it is not possible to arrange the routes of vehicles to pass close to the home of a pupil. Therefore, it may be necessary to make arrangements for them to reach the nearest 'pick-up' points of the vehicle. Every effort is made to keep this distance as short as possible and it should not exceed 1 mile.

Pupils attending the nearest Voluntary Aided School currently receive free transport in accordance with the above.

2. Transport will be provided to the nearest suitable school, subject to distance limits. The nearest suitable school is deemed by the Authority as the school which:
 - > Provides education for the relevant age of a pupil, and is nearer to the pupils home address than the catchment area school;
 - > Is the nearest school to meet the language preference in accordance with the Authority's policy on Welsh medium education;
 - > Is the nearest school to meet the denominational preference.
3. Free transport may be provided where the Authority is satisfied that the route between home and school is sufficiently dangerous to warrant such provision, even though the distance is under those quoted above. This will be considered in line with the criteria set out in the Learner Travel Statutory Provision and Operational Guidance June 2014.

The Council's Home to School and Post 16 Transport Policy is reviewed on an annual basis, and therefore, is subject to change. <https://www.blaenau-gwent.gov.uk/en/resident/schools-learning/school-transport/>

SNAP

Snap Cymru is a voluntary organisation which offers accurate information, impartial advice and support to families of children and young people.

Tel: 0808 8010608

Website: www.snapcymru.org

Support for Pupils with Additional Learning Needs (ALN)

Every child is an individual, developing and learning at different rates. Some children find learning easy and some find it hard. With the right help all children develop at their own pace. This means that within a school, and within each classroom, different teaching styles are needed, taking into account the abilities, strengths, weaknesses and interests of the children. These different approaches to learning help most children make progress. Some however, may need more support.

- > All schools have an ALN Policy (available from the school) which will say how the school provides for pupils with ALN and how additional support and interventions are managed.
- > All schools have an ALN co-ordinator (ALNCo) who helps the teachers of the school support pupils with ALN as well as co-ordinate additional support within the school.
- > Additional funding to support pupils has now been delegated to each school. Schools are now able to use their funding flexibly to best plan the support for pupils with ALN. This ensures that most pupils with ALN are able to attend their local mainstream school and are effectively included in the educational opportunities available there.
- > For a small number of pupils, it may be necessary for the school to consider an Individual Development Plan (IDP) of their additional learning needs. This is a full and detailed assessment of their needs and will consider what special help they will require. Once an IDP has been completed, a decision will be made as to whether the school or the LA maintains it. Both a school based IDP and a Local Authority IDP is a legal document which sets out a pupil's needs, how those needs will be met.
- > Although many pupils with an IDP will be educated at their local school in mainstream classes, a number will need a higher level of support. Blaenau Gwent, therefore, has a number of schools with Resource Bases that can cater for pupils who require a higher level of support. Pupils in Resource Bases are integrated into mainstream as much as possible.
- > For some pupils with very complex needs it may be necessary for them to access more specialist provision either in Blaenau Gwent's special school or in an appropriate special school outside Blaenau Gwent.

Admission Arrangements for Pupils with Statements of Special Educational Needs

If a child has a Statement of Special Educational Needs or an IDP maintained by the Local Authority, the Local Authority will be responsible for advising on the special educational provision to be made by the school, and for considering the school's suitability when either issuing or amending a statement following an annual review or IDP. Statements of Special Educational Needs are being phased out from September 2021 and all pupils with a statement should have had their statement converted by September 2025.

Hard to place pupils and Managed moves

Blaenau Gwent has a protocol in place which ensures that vulnerable young people who apply for a secondary place outside the normal round of admissions, and/or who are not on the roll of a school, are offered a place quickly. Hard to place admissions and managed moves are now beginning to be shared fairly across all secondary schools. As there are only four secondary facilities within the local authority, where appropriate the admissions officer will consider the individual circumstances and therefore, breach the admission number.

Admission Arrangements for Pupils to attend a Resource Base or Special School

Admission arrangements for pupils with ALN that require a Resource Base or Special School is determined by the Local Authority ALN Panel.

ALN Reform

In September 2021, all Local Authorities across Wales will begin a three-year transition from the current SEN process to a new ALN way of working which will involve Individual Development Plans replacing the use of Statements. **The new system will:** ensure that all learners with ALN are supported to overcome barriers to learning and can achieve their full potential, improve the planning and delivery of support for learners from 0 to 25 with ALN, placing learners' needs, views, wishes and feelings at the heart of the process focus and on the importance of identifying needs early and putting in place timely and effective interventions which are monitored and adapted to ensure they deliver the desired outcomes. Further information on these changes is available from schools or from the ALN Team - ALNenquiries@blaenau-gwent.gov.uk

Admission Arrangements for Vulnerable Pupils

Children Looked After: Children's Services have two education mentors who work across the statutory school age range to support children looked after. The focus of their work is to support children looked after to reach their potential in education. A referral for mentoring can be made by Social workers or schools. The programme of support is developed between the child's teacher and the education mentor and is individual to each child.

Flying Start

Flying Start is a Welsh Government funded programme, which provides intensive support services to families with children aged between 0-3, who live in disadvantaged areas across Wales.

The Blaenau Gwent Flying Start team is child focused and offers encouragement, information and guidance to support parents/carers at each stage of their child's development; providing free opportunities, activities and programmes to allow all children to develop their language and social skills and their emotional and physical development in order to be ready to begin school.

Tel: 01495 354786 **E-mail:** Sherelle.jago@blaenau-gwent.gov.uk

Families First

The Families First programme is funded by the Welsh Government to help families who are facing difficulties. The Families First team offers different types of support depending on need. Complicated problems will need lots of support; however, some families may need help to overcome smaller problems to stop them getting worse.

Families First is all about providing support to the whole family. In Blaenau Gwent the Families First programme has a centrally located team at Heart of the Valleys Integrated Children's Centre, High Street, Blaina. The team work with the family to look at the different issues they may be facing and offer the family a JAFF (Joint Assessment Family Framework). This process allows the needs of each family member to be highlighted and managed through the allocation of a key worker. A Team Around the Family (TAF) approach is then used to support the family through their journey.

The key worker makes sure different services work together to offer the best support that may include Schools, Health Visitors, Police and Housing.

Freephone: 08000 32 33 39 **E-mail:** fis@blaenau-gwent.gov.uk

Welsh Government

The Department of Education and Skills, Welsh Government.

Tel: 0300 060 4400 **Email:** customerhelp@gov.wales

Website: <https://gov.wales/education-skills>

Admission Arrangements

This is a technical term for the rules that govern the admission procedures and decisions for a particular school or group of schools in specific year.

Admission Code

This document sets out the legal requirements for school admissions, admission appeals and exclusions from school. The revised School Admission Code and School Admissions Appeals Code came into force in 2013.

Catchment Areas

Each school is allocated a specific geographical area to serve. Living in a school catchment area does not guarantee a place at the school.

Children from Abroad

In most circumstances you should only apply for a school place once your child is resident in the UK. Your child is expected to attend a school as soon as a place is offered and on the date that the school has agreed with you for them to start. If your child is not able to attend at that time, please tell us – we may withdraw the place and offer it to another child. Once you have agreed a start date your child will be placed on the school roll. If your child then fails to attend and you have not notified us that you no longer want the place or that there is a valid reason why they cannot attend on that date, you may face legal action in relation to non-school attendance.

Places cannot be reserved until your child arrives in the area. You will have to supply proof of residency and proof of your child's date of birth such as a photocopy of an endorsed passport or entry visa with the application.

If your child previously attended school in Blaenau Gwent and subsequently went abroad, it is likely that unless the school has specifically agreed to keep the place open for you, your child will have been removed from roll after four weeks. When they return, you must the apply for a school place.

Please note that a place may not be available in your child's previous school and another place may have to be offered.

Children Looked After (CLA)

A child looked after is a child for whom the Council has a corporate parenting responsibility. A child looked after may live away from home either under a voluntary arrangement or through a legal order which means that the Council has parental responsibility for the child. A child may also live at home with this type of legal order in place.

Children Being Accommodated

When a child is being accommodated by the Local Authority, this is a voluntary arrangement between the Local Authority and the family. This means that you keep all your rights and responsibilities as parents for the child and the Local Authority does not take on any of those rights or responsibilities. If you are a parent, you can remove your child from the accommodation at any time.

If the Local Authority provides accommodation for a child it must draw up a plan with the family setting out the arrangements that will be made for the child. This must be in writing. The child might live in a foster home or children's home. The foster home could be the home of relatives or friends of the family.

The Local Authority must ensure that a child who is being accommodated continues to have contact with family and friends.

DDA

The Disability and Discrimination Equalities Act, 1995.

Distance Measurements

Blaenau Gwent measures distance using the Authority's GGP digital mapping system as recommended in the Welsh Government Learner Travel Measure (2013). Places will be allocated on the basis of distance between the shortest walking route between home and school. Children living closest being given the highest priority.

Equal Preference System

This means that each of your school preferences is treated as a separate application. Your child is considered under the over-subscription criteria for each school at the same time without reference to your ranked preference. Where a pupil is eligible for more than one school she/he is offered a place at whichever of these schools was indicated as the high preference on your application form.

Foundation School

This is a school where the Governing Body employs the staff and sets the oversubscription criteria for the school.

Home Address

The address provided should be the child's current permanent address at the time of application. The application can only be processed using one address. If the child lives at a different address from the parent/carer from Monday to Friday, the Parental Responsibility Order or Residence Order must be provided for assessment. If there are reasons why the child is not living at the same address as the parent, both parent/carers must declare this in a letter sent with the application.

If the child regularly lives at more than one address parents should declare where the child spends the majority of their time. Both parent/carers must declare this individually in a letter sent with the application.

If an address is disputed, the address where child benefit/child tax credit is paid will be used.

Key Stages

A child's educational career goes through four main curriculum stages according to their age:

- > The Foundation Stage curriculum is for 3-7 year olds starting with Nursery and then going into Reception/year 1 and year 2 classes.
- > The Key Stage two curriculum is for 7-11 years old. They move through year 3, 4, 5 and year 6 classes.
- > Key Stage three curriculum is for 11-14 year olds at secondary school. They move through year 7, year 8 and year 9 classes.
- > The Key Stage four curriculum is for students aged 14-16 who pass through Year 10 and year 11 classes.

Late Admission

This refers to any application for a school place that is received in the normal admission round but later than the deadline given.

Parental Responsibility

Since 2003 the parents named on a child's birth certificate both have automatic parental responsibility and rights. Other adults are also able to acquire parental rights through legal process. For school admission applications, parents must provide proof that they have legal responsibility for the child, such as a child benefit letter or a copy of legal documents which demonstrate that this is the case.

When parents are separated they should discuss the application for a school place before the application is submitted. The parent with whom the child mostly resides should do the application. Where appropriate, details of the other parent with parental responsibility and their address should also be given so that the Education Transformation team can communicate with both parents. If there are legal reasons why the Education Transformation team cannot do this, a copy of the relevant court order must be provided with the application form.

Children Previously Looked After

Children previously looked after are children who were looked after that ceased to be so, because they were adopted or became subject to a residence order or special guardianship order.

Pupil Information Sharing

Each school will collect detailed personal information about your child and your family. This is for the purpose of keeping in contact with you and knowing important things about your child's health and safety so that correct responses can be made by school staff. You may be asked to share information about any child protection issues, adults living in your house as well as other professionals who may work with your family. It is important to co-operate with these requests because it is about protecting legislation and will not be used for any purpose that we do not tell you about beforehand. If you are concerned about this you can discuss it with a member of the Education Welfare Service.

Siblings

This category includes brothers and sisters, foster brothers and sisters, half-brothers and sisters or step brothers and sisters. However, parents should note that in all these cases, the brother or sister must be living at the same address as the child for whom the application is being made. To verify this we may ask you for evidence of where child benefit is being paid.

Additional Learning Needs (ALN)

Additional Learning Needs (ALN) is a specific term with an associated set of definitions that indicate where specific pupils should receive additional help and resources. These are defined in an authorised document called a 'Statement'. The 1981 Education Act opened up this range of entitlements and ways of working. Since then, its provisions have been supported by the 1995 Disability and Discrimination Act (DDA) and the 2002 Special Educational needs and Disability Discrimination Act (SENDDA).

Special Schools

These schools are exclusively for children who have Statements of Special Educational Needs that name the particular school. They cater for children whose needs are so complex that they cannot be educated in a mainstream school.

Statutory School Age

We recommend that all pupils start school in the September prior to the year they turn 5. However, legally a child does not have to be in school until they are of statutory school age.

Statutory school age is the time that a child must receive full time education.

Statutory school age begins at the age when your child must start school. It is the beginning of the term immediately following your child's 5th birthday.

Statutory school leaving date is the date when your child is allowed, by law, to leave secondary school.

Voluntary Aided (VA) School

This is a state-funded school in which a foundation or trust (usually a religious organisation), contributes to building costs and has a substantial influence in the running of the school.

Waiting List

When parents are seeking a place at a school that is already full they can put their child's name on a waiting list. This list puts children in priority order according to the admissions criteria. When a place becomes available the child on the top of the list is offered the next place. This means that the waiting list is not about the length of time a child has been on it. Children can move up and down the list.

PRIVACY NOTICE

The Council will process your personal data in accordance with Data Protection Legislation. For more information and access to privacy notices outlining how the Council handles your personal data, please click on the following link to go to the Data Protection section of the Council's website:

https://www.blaenau-gwent.gov.uk/media/jscpx40m/privacy_notice_-_tier_2_-_services_-_admissions-fv.pdf

