Date/Dyddiad 27th November 2026
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Telephone/Rhif ffôn 01446 700111
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Your Ref/Eich Cyf
My Ref/Cyf

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Dear Parent/Guardian

PRIMARY EDUCATION: ADMISSIONS TO THE RECEPTION CLASS IN SEPTEMBER 2027

As your child will be starting Reception in September 2027, it is now time for you to apply for a place in your chosen school. You can view the Authority's arrangements for offering places in reception classes in the admissions section of our website (https://www.valeofglamorgan.gov.uk/en/living/schools/admissions/primary/Primary-School-Admissions.aspx) and by reading the Parental Guide to School Admissions. Please read the guide before making your application as it provides all the relevant information on the admissions process, including the oversubscription criteria used to offer places when a school is oversubscribed. If you do not have internet access, you may request a hard copy of the guide from the council or your child's school. Your application must be made by the closing date of **14th January 2027**. You will then be informed of the outcome via letter emailed on **16th April 2027**. If you fail to apply for a place in one of the council's community schools by the closing date, and if the places are oversubscribed, there is a risk that your child would not secure a place in their local school.

On the application form, parents will be required to submit three preferences for primary schools in order of priority. In most cases we are able to offer you your first choice, however this isn't always possible. By putting three preferences on your application, you are more likely to get a place at a school that you want rather than receiving an offer to a school that may be some distance away or not one of your preferences. You are required to use all the preferences available to you in order to secure a primary school place for your child for September 2027 as places were very limited at a number of schools last year.

Transition from Nursery to Reception

Please be aware that if your child currently attends Nursery at a Vale of Glamorgan Council School, there is no guarantee that they will then be allocated a place in the Reception class of the same school. All applications are considered in accordance with the Primary Oversubscription Criteria. Parents will be required to complete an application form for a reception place at a school even if attending the nursery of that school.

Online Admissions Process

You can apply via our online admissions process. This is quick and easy to use and makes it much easier for parents to apply. Before registering and making an online application, you must register using a valid e-mail address. The council's Online Admissions page on our website contains instructions on how to do this via the "Apply Now" link at: http://www.valeofglamorgan.gov.uk/en/living/schools/admissions/primary/Primary-School-Admissions.aspx

Although it is safer for you to apply online and you'll receive electronic acknowledgement that your application has been received, there are paper application forms available for those without internet access. If you'd like a paper application form, please contact us via e-mail or telephone so that we can send you one. Please remember that the closing date is the same, whichever type of application you make.

Co-ordinated Admissions Arrangements Scheme

The Welsh Government introduced legislation in June 2024 requiring all Local Authorities to have in place a co-ordinated admission arrangements scheme for the 2027/2028 school year. The introduction of a coordinated admission arrangements scheme for the 2027/2028 academic year will bring the remaining voluntary aided schools, St Helen's Catholic and Pendoylan C/W Primary Schools into a co-ordinated scheme creating a fairer, more equitable system of allocating places for a number of reasons. These include:

- Coordinated arrangements provide parents with a single school place offer for their child;

- Parents would not be holding more than one school place for their child. The offer of multiple schools denies other pupils places at schools until a decision is made by parents, often at a late stage;

- There is often uncertainty as to which pupils will start at schools, a coordinated approach would provide greater certainty for schools on the numbers and pupils being admitted.

If you have any queries, please contact the School Access & Organisation Team using the above contact details.

Yours sincerely

School Access and Organisation
Directorate of Learning and Skills