Agenda Item No: 14

Meeting of:	**Cabinet**
Date of Meeting:	**Thursday, 19 November 2026**
Relevant Scrutiny Committee:	Start Well Scrutiny Committee
Item which the Chair has decided is urgent (Part I) **(If yes, why)**	**Not applicable**
Urgent Decision Procedure Used **(If yes, why)**	**Not applicable**
Item Type	Part I
Report Title:	School Admission Arrangements 2028/29
Portfolio Holder:	Cabinet Member for Education, Arts and the Welsh Language
Lead Officer:	Director of Learning and Skills

1.0 What is this report about?

1.1 This report has been presented to approve consultation on school admission arrangements for pupil admissions in the academic year 2028/29. This is required to meet the Council's obligations to annually consult and agree the admission arrangements by no later than 15th April 2027.

1.2 The report proposes that the reintroduction of the temporary feeder primary school criteria is further extended for an additional academic year to allow for a full review. This temporary addition has proven to be beneficial to families and school transition planning. Further analysis is required to ensure that any proposed future changes do not impact adversely on our schools and families and support effective school place planning.

1.3 There are no changes proposed to the school admission arrangements as agreed last year for admissions to school into the academic year 2027/28.

1.4 The consultation period will be from 11th December 2026 to 19th February 2027. A report on the outcome of this consultation will be presented to Cabinet in March 2027.

1.5 It is recommended that Cabinet approve the contents of the report so that the statutory consultation on the Vale of Glamorgan's School Admissions Policy and arrangements for 2028/29 can take place within the statutory timescales.

2.0 What are the Recommendations?

	Recommendations – What and How?	Reason for Recommendation – Why?
2.1	That Cabinet considers the proposed 2028/29 admission arrangements and approves consultation in accordance with the School Admissions Code.	Para 2.3 (page 6) of the School Admissions Code (Wales) July 2013 states that "Admission Arrangements must be consulted on for each maintained school between 1st September and 1st March and be set by 15th April of the school years beginning two years before the school year in which the arrangements will apply".
2.2	That Cabinet refers the report to Start Well Scrutiny Committee for consideration as part of the consultation process.	To seek the views of Start Well Scrutiny Committee as part of the consultation.

3.0 What is the background to this report?

3.1 The Local Authority (LA) has a statutory duty to consult with the governing bodies of schools who have delegated admission powers, all neighbouring Local Authorities, the Admission Authorities for all other maintained schools in the relevant area and the governing bodies of all other maintained schools in the relevant area (i.e. community and voluntary controlled schools which do not have delegated admission powers). In the case of religious schools with a religious character, such body or person representing the religion or religious denomination in question.

3.2 The relevant area is determined as the geographical area of the Vale of Glamorgan.

3.3 The LA should also consult the Admissions Forum serving the relevant area and where a significant change is proposed, parents of children likely to be affected.

3.4 The LA is required to publish a composite prospectus each year for the subsequent school year admission round detailing school admission arrangements for all maintained schools in its area. This information is contained within the Council's information guide "A Parental Guide to School Admission in the Vale".

3.5 The Welsh Government's School Admissions Code 2013 requires Admission Authorities to act in accordance with the code. The code includes practical guidance and imposes requirements on Local Authorities and Admission Authorities, regarding the discharge of duties in respect of admissions.

4.0 What issues are there to be considered?

4.1 The consultation period for the proposed admission arrangements (Appendix A) will be 11th December 2026 to 19th February 2027.

4.2 These admission arrangements must be in place in order to determine the allocation of places for the academic year 2028/29.

4.3 The report proposes that the temporary feeder primary school criteria is further extended for an additional academic year to allow for a full review. This temporary addition was due to cease for the 2028/29 academic year. It is proposed that this is extended to 2029/30. The temporary change has proven to be beneficial to families and school transition planning. Further analysis is required to ensure that any proposed future changes do not impact adversely on our schools and families and support effective school place planning.

4.4 There are no other changes proposed to the school admission arrangements as agreed last year for admissions to school into the academic year 2027/28.

5.0 How evidence has been used to inform the report, including the views of others?

5.1 The Well-being of Future Generations Act 2015 ("the 2015 Act") requires the Council to think about the long-term impact of its decisions, to work better with people, communities and each other and to prevent persistent problems such as poverty, health inequalities and climate change.

5.2 Our vision 'Strong Communities with a Bright Future' is the Council's ambition to create a Vale of Glamorgan with strong, happy and healthy communities, where every member of our community feels valued, supported and able to live their life to the full. This plan is reflective of the Welsh Government's Well-being of Future Generations Act and is comprised of four Well-being objectives to deliver this vision:

- Objective 1 - To work with and for our communities
- Objective 2 - To support learning, employment and sustainable economic growth
- Objective 3 - To support people at home and in their community
- Objective 4 - To respect, enhance and enjoy our environment

5.3 The proposed School Admissions Policy contributes to the Council's Objective 2 - To support learning, employment and sustainable economic growth by supporting efficient school place planning and budget management by ensuring wherever possible pupils can attend a school as close as possible to home.

5.4 To make sure we are all working towards the same purpose, the 2015 Act puts in place seven well-being goals on the Council. The 2015 Act makes it clear the listed public bodies must work to achieve all of the goals, not just one or two, these being:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and Welsh Language
- A globally responsible Wales

5.5 The Council's school admission arrangements contribute to achieving the wellbeing goals by:

- Supporting the management of an efficient supply and demand of school places across the Vale of Glamorgan through effective forecasting of future demand.
- Ensuring that wherever possible children can attend their local school.
- Ensuring that all pupils have every opportunity to attain the best possible outcomes.
- Contributing to a healthier Wales by supporting sustainable travel strategies.
- Delivering rigorous consultation.
- Ensuring that schools serve the educational needs of their local communities as part of the school admissions process.

6.0 What are the next steps if the recommendations are approved?

6.1 The proposed School Admissions Arrangements 2028/29 will be subject to formal consultation. The outcome of the consultation will be reported to Cabinet in March 2027.

7.0 How does this report support the Vale 2030 and Reshaping?

7.1 The information contained within the Annual Report and Promotion Strategy outlines the contribution of Welsh Language Standards compliance and promotional activity towards the delivery of Vale 2030 and Reshaping.

7.2 Supporting efficient and sustainable service transformation: digital innovation, improved processes, and long-term planning in areas including Welsh medium education, childcare, and translation models, help to enhance efficiency, reduce costs, and support delivery of Vale 2030 and Reshaping.

7.3 Developing a skilled and resilient workforce: investment in Welsh language skills, training, and integration with recruitment and workforce strategies strengthens organisational capacity and supports Vale 2030 ambitions for a future-ready workforce.

7.4 Improving inclusive, citizen-focused services and outcomes: strengthening bilingual service delivery, customer access, and community-based provision enhances participation, wellbeing, and equality of access in line with Vale 2030 priorities.

7.5 Promoting collaboration and preventative, community-led approaches: partnership across services and with external organisations supports early intervention, integrated delivery, and sustainable communities.

8.0 How does this support the Five Ways of Working?

8.1 The 2015 Act imposes a duty on all public bodies in Wales to carry out "sustainable development", defined as being, "The process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the well-being goals." The action that a public body takes in carrying out sustainable development includes setting and publishing

well-being objectives and taking all reasonable steps in exercising its functions to meet those objectives.

8.2 The 2015 Act sets out five ways of working needed for the Council to achieve the seven well-being goals. These are outlined below with examples of the ways in which this proposal supports them.

8.3 The importance of balancing short-term needs with the needs to safeguard the ability to also meet long-term needs. The admission policy will ensure that there are well-managed admission arrangements in place to ensure a balance between the supply and demand for school places. The arrangements would support children to be able to attend their local school in the longer term.

8.4 This proposal contributes to the well-being goals in several ways including working towards all pupils within the Vale of Glamorgan having every opportunity to attain the best possible outcomes, encouraging pupils to be able to walk to school wherever possible and promoting cohesive communities by attending a school in their local area.

8.5 The importance of involving people with an interest in achieving the well-being goals and ensuring that those people reflect the diversity of the area which the Council services. By consulting with stakeholders, we can ensure due consideration of the interests of those people is taken into account in terms of the Council's admission arrangements.

8.6 Acting in collaboration with other persons and organisations that could help the Council meet its wellbeing objectives.

8.7 Acting to prevent problems occurring or getting worse. The admission arrangements are part of an annual consultation process that will ensure that wherever possible parental preference can be met to support children being able to attend a school close to home, thereby reducing travel and transportation costs as well as associated environmental concerns.

8.8 This proposal will meet the five ways of working by:

- Responding to the need to ensure that there is a well-managed balance of supply and demand of school places within the Vale of Glamorgan. It is recognised that the changing demographics in the Vale of Glamorgan will significantly affect the demand for our services. Assessment of demographic increases is an important aspect of the Councils strategic planning responsibilities.
- Contributing towards a healthier Wales by supporting sustainable transport strategies.
- Delivering rigorous consultation with open communication channels and numerous opportunities for stakeholders to engage throughout the process.
- Ensuring that schools serve the educational needs of their local communities as part of the school admissions process.

Resources

9.0 Finance

9.1 There are no direct financial implications arising from this report.

10.0 Workforce

10.1 There are no direct implications arising from this report.

11.0 Legal and Equalities

11.1 **Does an Equalities Impact Assessment need to be completed? If not, why?** An Equalities Impact Assessment has not been completed because there are no changes recommended to the previous year's school admission arrangements.

11.2 In June 2024, the Welsh Government issued The Education (Co-ordination of School Admission Arrangements and Miscellaneous Amendments) (Wales) Regulations 2024 ("the 2024 Regulations"). The 2024 regulations place a duty on Local Authorities to formulate for each school year a scheme for co-ordinating admission arrangements for maintained schools within their area ("co-ordinated scheme"). This includes boarding schools but excludes school sixth form places, maintained special schools and maintained nursery schools.
English: SI/SR Template (gov.wales)
Welsh: SI/SR Template (llyw.cymru)

11.3 In November 2021 Welsh Government issued a notice in relation to changes to the law on school admission arrangements as a result of the implementation of the Additional Learning Needs and Education Tribunal (Wales) Act 2018 ("the 2018 Act"). Implementation of the 2018 Act began on 1st September 2021.

11.4 The notice is to be read alongside other guidance and legislation that affect admissions and admissions appeals in Wales. As an Admission Authority, due regard will be paid to the changes to the law related to school admissions in light of the Additional Learning Needs and Education Tribunal (Wales) Act 2018 ("the 2018 Act"), which are not currently reflected in the School Admissions Code.

The notice can be found at the following link:
English: https://gov.wales/changes-law-admission-arrangements
Cymraeg: https://llyw.cymru/newidiadau-ir-gyfraith-ar-drefniadau-derbyn

11.5 Part 1 of the Education Act 1996 ("the 1996 Act") imposes a number of general duties on all Local Authorities in Wales. The general duty in section 13 of the 1996 Act is to contribute (so far as the Council's powers enable them to do so) towards the spiritual, moral, mental and physical development of the community by securing that efficient primary education and secondary education are available to meet the needs of the population of their area.

11.6 Section 13A(3) of the 1996 Act states that a Local Authority in Wales must ensure that their relevant education functions and their relevant training functions are exercised by the Authority with a view to promoting high standards, and promoting the fulfilment of learning potential by every person to whom the subsection applies, including those who are of compulsory school age or are below school age and are registered as pupils at schools maintained by the Authority.

School Standards and Framework Act 1998

11.7 Sections 88 and 89 of the School Standards and Framework Act 1998 ('the Act') as amended by the Education Act 2002 and the Statuary School Admissions Code 2013 ('the Code') made pursuant to section 84 of 'the Act 'determines that the Admission Authorities shall, before the beginning of each school year, determine in accordance with the Act the admission arrangements which are to apply for that year. The Local Authority is the Admission Authority for community and voluntary controlled schools, unless under section 88(1)(a)(ii) of the Act applies, and the function has been delegated in full to the governing body.

11.8 The Local Authority as the Admission Authority has a statutory duty to act in accordance with the Code and the School Admissions Appeals Code.

11.9 The Education (Determination of Admission Arrangements) (Wales) Regulations 2006 ('the Regulations) set out the procedure in respect of which the Admission Authorities must follow when determining their admission arrangements, including the consultation and notification process as well as the timescales for these. This report reflects these requirements.

11.10 The Education (Co-ordination of School Admission Arrangements and Miscellaneous Amendments) (Wales) Regulations 2024 ("the 2024 Regulations") which came into force on 28th June 2024 sets out the procedure to follow for formulating a scheme for co-ordinating admission arrangements for maintained schools within their area ("co-ordinated scheme")

The Well-being of Future Generations (Wales) Act 2015

11.11 The Well-being of Future Generations (Wales) Act 2015 ('the 2015 Act') sets out new ways of working – of planning and making decisions – for Local Authorities and other public bodies it lists. The aim is that, by improving these things, the overall well-being of Wales will be better improved by the things public bodies collectively do. The Act and the statutory guidance make it clear that Local Authorities must, in the course of their corporate planning and their delivery against those plans:

- balance short term needs against the ability to meet long term needs;
- think about the impact their objectives have on other organisations' objectives, and on the well-being of Wales, in an integrated way;
- involve in those processes people who reflect the diversity of the population they serve;
- work together collaboratively with other organisations to better meet each other's objectives; and
- deploy their resources to prevent problems from getting worse or from occurring in the first.

11.12 The statutory guidance, for organisations subject to the Act, sets out the expectations for how the duties should be met: http://gov.wales/topics/people-and-communities/people/future-generations-act/?lang=en

11.13 The Act itself is available to view online: http://www.legislation.gov.uk/anaw/2015/2/contents/enacted

11.14 Current practice on the use of surplus school accommodation, Information document No 158/2014.

Public Sector equality duty

11.15 The Public Sector Equality Duty (PSED) (see section 149 of the Equality Act 2010) came into force in April 2011. Public Authorities like the Council are required, in carrying out their functions, to have due regard to the equality needs set out under s.149 of the Equality Act 2010 to:

- eliminate discrimination (both direct and indirect), harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

11.16 Direct discrimination occurs if, because of a protected characteristic, a Local Authority treats a person less favourably than it treats or would treat others.

11.17 Indirect discrimination occurs if a Local Authority applies to a person a provision, criterion or practice which is discriminatory in relation to a relevant protected characteristic of that person ("B"). A provision, criterion or practice is discriminatory if:

- The Local Authority applies, or would apply it, to persons with whom B does not share the characteristic;
- It puts, or would put, persons with whom B shares the characteristic at a particular disadvantage when compared with persons with whom B does not share it;
- It puts, or would put, B at that disadvantage, and
- The Local Authority cannot show it to be a proportionate means of achieving a legitimate aim.

11.18 In short, indirect discrimination would arise if a Local Authority applied the same provision, criterion or practice to everyone, but it put those in a certain protected group at a "particular disadvantage" when compared with persons not in that group. Even if a "particular disadvantage" arises, indirect discrimination is not present if the provision, criterion or practice can be justified – i.e. if it is a proportionate means of achieving a legitimate aim. Members must pay due regard to any identified risk of such discrimination arising in respect of the decision before them.

11.19 It is to be noted that section 149, so far as relating to age, does not apply to the exercise of a function relating to the provision of education to children in schools (see paragraph 1 of Schedule 18 to the 2010 Act).

11.20 Having due regard to the need to advance equality of opportunity includes having due regard to the need to remove or minimise disadvantages suffered by people with a protected characteristic. Due regard must also be had to the need to take steps to meet the needs of such persons where those needs are different from those of persons who do not have that characteristic, and to encourage those who have a protected characteristic to participate in public life.

11.21 The steps involved in meeting the needs of disabled persons include steps to take account of the persons' disabilities.

11.22 Having due regard to "fostering good relations" involves having due regard to the need to tackle prejudice and promote understanding.

11.23 Complying with the PSED may involve treating some people better than others, so far as that is allowed by discrimination law.

11.24 The equality duty arises where the Council is deciding how to exercise its statutory powers and duties under the 1996 Act and the 2013 Act. The Council's duty under section 149 of the Equality Act is to have "due regard" to the matters set out in relation to equalities when considering and making decisions in relation to its statutory duties under those Acts. Accordingly due regard to the need to eliminate discrimination, advance equality, and foster good relations must form an integral part of the decision-making process. Members must consider the effect that implementing a particular decision will have in relation to equality before making a decision. The Council must have an adequate evidence base for its decision making. This can be achieved by undertaking an Equality Impact Assessment of proposals. The potential equality impact of the proposal will be assessed as part of the proposed consultation, and a summary of the position would be presented to Cabinet for their consideration as part of the determination process. A careful consideration of the assessment is one of the key ways in which Members can show "due regard" to the relevant matters.

11.25 Where it is apparent from the analysis of the information that the proposals would have an adverse effect on equality then reasonable adjustments should be made to avoid that effect (mitigation).

11.26 Members should be aware that the duty is not to achieve the objectives or take the steps set out in s.149. Rather, the duty on public Authorities is to bring these important objectives relating to discrimination into consideration when carrying out its public functions (which includes the functions relating to school admissions). "Due regard" means the regard that is appropriate in all the particular circumstances in which the Authority is carrying out its functions. There must be a proper regard for the goals set out in s. 149. At the same time, Members must also pay regard to any countervailing factors, which it is proper and reasonable for them to consider. This would include ensuring that School Admission policy

actively contributes to ensuring that the delivery of education is more efficient. The weight of these factors in the decision-making process is a matter for Members in the first instance.

11.27 The duty covers the nine protected characteristics: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation. However, section 149, so far as relating to age, does not apply to the exercise of a function relating to the provision of education to pupils in schools (see paragraph 1 of Schedule 18 to the 2010 Act).

11.28 The Council must also comply with the specific equality duties imposed by the Equality Act 2010 (Statutory Duties)(Wales) Regulations 2011, SI 2011/1064 ("the Regulations"), particularly regulation 8 (imposing specific duties to make arrangements for assessing the impact of its policies/practise and monitoring of the same).

12.0 Key Contacts

12.1 Who are the primary officers to contact with any comments and/or queries on the report?

Lead Officer: Sam Mawhinney Principal Strategic Planning Officersmawhinney@valeofglamorgan.gov.uk admissions@valeofglamorgan.gov.uk	Democratic Services Officer Matt Swindell Cabinet and Committee Services Officer. mlswindell@valeofglamorgan.gov.uk

Appendix

Appendix A – School Admissions Arrangements Policy 2028/2029.

Background Documents

School admission Code 2013 guidance can be found at:

School admissions code | GOV.WALES

Y cod derbyn i ysgolion | LLYW.CYMRU

Guidance on the Co-ordination of school admission arrangements can be found at:

Guidance on the co-ordination of school admission arrangements | GOV.WALES

Canllawiau ar gyfer cydlynu trefniadau derbyn i ysgolion | LLYW.CYMRU

Appendix A

VALE of GLAMORGAN COUNCIL

School Admissions Policy 2028/2029

Directorate of Learning and Skills



RELEVANT AREA FOR CONSULTATION

In accordance with the School Admissions Statutory Code (July 2013), admission authorities are required to consult with "relevant areas". These are as follows:

- The governing body of the relevant schools.
- All neighbouring LAs.
- Admission authorities for all other maintained schools in the relevant area.
- Governing Bodies of all other schools in the relevant area (i.e. community and voluntary controlled schools which do not have delegated admissions powers).
- In the case of schools with a religious character, such body or person representing the religious denomination in question.

Community and Voluntary Controlled Schools

The Council is the admission authority for community and voluntary controlled schools. The relevant area for consultation on admission arrangements is the geographical area of the Vale of Glamorgan Council. This is determined by The Education (Relevant Areas for Consultation on Admission Arrangements) Regulations 1999.

ADMISSION ARRANGEMENTS – INTRODUCTION

The Council is the Admission Authority for all maintained community and voluntary controlled secondary, primary and nursery schools in the Vale of Glamorgan. All admissions are approved by the Directorate of Learning and Skills. In the case of a voluntary aided school the appropriate admissions authority is the governing body to which all applications for admission should be made.

The Council is coordinating admissions for all of the voluntary aided schools that were previously their own admissions authority, these include;

- All Saints CIW Primary;
- Llansannor CIW Primary;
- Pendoylan CIW Primary;
- St Andrews CIW Primary;
- St Brides CIW Primary;
- St David's CIW Primary;
- St Helen's RC Primary;
- St Joseph's RC Primary;
- Wick & Marcross CIW Primary;
- St Richard Gwyn Catholic Secondary School

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 coordinated admission arrangements scheme will create 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.

The Council will ensure, as far as possible, that every pupil is guaranteed a place in a primary school within reasonable distance of home. The authority's admission arrangements will enable effective management of the admission intake to schools under which catchment area children are ranked as a high priority when allocating places in the event of oversubscription at primary and secondary schools. The Council is committed to providing local schools for local children where possible.

Changes to the law on admissions as a result of the implementation of the Additional Learning Needs and Education Tribunal (Wales) Act 2018

The notice can be found at the following link:

https://gov.wales/changes-law-admission-arrangements

This notice is to be read alongside other guidance and legislation that affect admissions and admissions appeals in Wales. The admission authority will pay due regard to the changes to the law related to school admissions in light of the Additional Learning Needs and Education Tribunal (Wales) Act 2018 ("the 2018 Act"), which are not currently reflected in the School Admissions Code.

Admission Number

All maintained schools must admit pupils up to their published admission number. An admission may not be refused to any school until a school's admission number has been reached. The published admission numbers have been calculated in accordance with the Welsh Government's school capacity calculation methodology "Measuring the Capacity of Schools in Wales (MCSW)". As these numbers are based on the physical capacity of the school to accommodate pupils, they should not be exceeded in normal circumstances.

Infant Class Size Regulations

The Government introduced a policy to reduce class sizes for children aged five, six and seven years old as part of its overall aim to improve educational standards in schools.

Section 1 of the School Standards and Framework Act 1988 and the Education (Infant Class Sizes) (Wales) Regulations 1998, which came into force on 1 September 1998, placed a duty upon Local Authorities and school governing bodies to limit to 30 the size of classes for 5, 6 and 7 years old from September 2001 i.e. children in reception, year 1 and year 2 classes, except where permitted exceptions apply.

Admission authorities are not required to admit a child to an infant class where to do so would be incompatible with the duty to meet infant class size limits, because the admission would require measures to be taken to comply with those limits which would cause prejudice to efficient education or efficient use of resources. Admission authorities can only refuse admission on the basis of infant class size prejudice if the admission number has already been reached.

Late Applicants

Only applications received by the closing date for reception and transfer to year 7 at secondary school can be considered in the first round of admissions. Parents should therefore note these dates in order to ensure that their application is received in time to be considered alongside all other parents applying on time. Late applications will be dealt with only after the first round of applications has been completed. This may affect a child's chances of gaining a place in the parents' school of choice if for example sufficient applications are received prior to the closing date for the Council to admit up to the admission number. This would mean, for example, that applicants who live outside of the catchment area who apply on time are offered places instead of pupils who live within the catchment area whose parents did not apply by the closing date.

The arrangements for late applications are slightly different for nursery due to the termly allocation process. Once the closing date has passed and the initial round of allocations made for those pupils eligible for a September start date, any late applications are added to the allocation waiting lists for younger pupils due to start in January or April in order of the over subscription criteria.

In all cases, once the first round of allocations has been made and/or all available places have been offered, any late applications join the waiting list or termly nursery allocation waiting lists as prioritised by the oversubscription criteria. If any places are subsequently offered at the school, then they will be offered to applicants as ranked by these criteria. In this case, late catchment applications for example would have priority over "on time" applications categorised in a lower criterion who were refused a place in the first round.

Evidence of Residence & Shared Parental Responsibility

In all cases evidence of permanent residence of a pupil at the time of application must be supplied if required. Any place approved on the basis of residence will be withdrawn if the pupil is not resident at the address at the time of application or at the beginning of the school term to which the application relates.

Where a child's parents do not live at the same address but have shared parental responsibility for a child, and the child lives at more than one address for part of the school week, then the home address will be determined as the address where the child resides for the majority of the week (i.e. 4 out of 7 days). Shared parental responsibility does not apply to private arrangements made between parents and other family members such as a child living with grandparents during the week. in these cases, the address of the person with parental responsibility making the application will be used. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.

Where a parent provides fraudulent or intentionally misleading information to obtain the advantage of a particular school for their child, to whom they would not otherwise be entitled, the Council reserves the right to withdraw the offer of a place.

Statutory Appeals

Parents will be advised of the outcome of their application on the offer date normally by their stated preferred method. This will be either via email, by logging into the online application system or via letter. If parents are dissatisfied with the result of an application for a particular school (excluding nursery), an appeal may be submitted to an Independent Statutory Appeal Panel. Any decision made by the panel is binding on all parties. If the appeal is not successful, further applications for a place at the same school will not be considered during the same academic year unless there are significant and material changes in the circumstances of pupil/parents or school.

Waiting Lists

Waiting lists will be maintained for oversubscribed schools where a place has been refused.

In respect of the annual allocation of places, applications will remain on the waiting list until the 30 September in the year of entry. General transfer applications received outside of the annual allocation of places will also remain on the waiting list until the end of the relevant term of application i.e., 31 December 31 March and 31 August.

Waiting lists will be reviewed on a termly basis. At the end of an academic year, parents will be expected to make a further application for admission if they wish to remain on the waiting list.

Admissions to Sixth Forms

The Governing Bodies of community schools are responsible for the determination of admission arrangements to sixth forms. Applications should therefore be made directly to the school.

Admissions Process – Timetable

The timetable below provides all relevant dates in terms of managing the admission arrangements and adheres to the requirements of The School Admissions (Common Offer Date) (Wales) Regulations 2013 which advises that admission authorities must ensure that offer letters for secondary schools are sent on 1 March or the next working day and that primary offers should be made on 16 April or the next working day.

TIMETABLE	2028/2029 Academic Year		
	Secondary – (Year 7 intake September 2028)	**Primary – (Reception intake September 2028)**	**Nursery – (Nursery intake September 2028)**
Admissions information sent to parents/schools by LA. **Online application service opens**	**17 September 2027**	**26 November 2027**	**21 January 2028**
Closing date for receipt of preference forms	**29 October 2027**	**14 January 2028**	**17 March 2028**
VA/ schools notify LA of results of applications	**1 February 2028**	**17 March 2028**	**26 April 2028**
Notification of results to parents of applications to Community , Voluntary Aided and Foundation Schools	**1 March 2028**	**17 April 2028**	**26 May 2028**

NURSERY EDUCATION

The Council is the Admissions Authority for all maintained Community Nursery Schools and Nursery Classes in Community Schools in the Vale of Glamorgan. Children are entitled to a part-time nursery place from the start of the term following their third birthday and **must** attend for five half days. No place can be allocated at a community or controlled nursery without formal application. The Council will normally accept children who are three years old at the start of term (1 September, 1 January or 1 April) up to the school's approved capacity. Where the number of applications for admission exceeds the number of places available, places will be allocated applying the following criteria, in the order of priority set out below, up to the approved capacity.

Parents should also note that children attending a nursery school will not have an 'automatic' right to continued education at the same school when moving up to a reception class, whether residing within the catchment area or outside it. Parents will be required to complete an application for their chosen school (see Primary Education Admission Arrangements section). As nursery education is not a statutory provision there is no right of appeal against a decision to refuse a place for a child at a particular school.

Where a parent provides fraudulent or intentionally misleading information to obtain the advantage of a particular school for their child, to whom they would not otherwise be entitled, the Council reserves the right to withdraw the offer of a place.

Nursery Admission Oversubscription Criteria

The Council is the Admissions Authority for all community nursery schools and nursery classes in community and voluntary controlled schools. Admissions are allocated termly in consideration of applications for pupils who were three on or before the last day of the previous term (31 August 31 December or 31 March).

Children with an Individual Development Plan, where the school is named as the most appropriate setting, will be admitted before applying the oversubscription criteria. From 1 September 2021, section 48 of the 2018 Act requires the governing body of a maintained school in Wales to admit a child to the school if the school is named in the child's individual development plan for the purpose of that section, which is to secure the child's admission to the school. This duty applies despite the limits on infant class sizes and even if admitting the child would result in the school exceeding its admission number. The duty to admit applies at all times, including where a school is named in a plan outside the normal admission round.

All applications are ranked by the published oversubscription criteria date regardless of their start date within the nursery. Pupils residing in catchment or with a sibling connection who are eligible for a nursery place later in the academic year will therefore be provisionally allocated places prior to the allocation of non-catchment applications even when the non-catchment applications are for older children.

Once the initial September allocations have been made, any late applications are added to the waiting list/ termly allocation list and places offered on that basis. In these cases, late catchment applications, for example, will be ranked higher up the allocation list than "on time" applications qualifying under a lower criterion.

Autumn Term Admissions (allocated in May for a September start date)

1. Children who will be three on or before 31 August where evidence has been supplied to confirm that they are looked after or have been previously looked after by a local authority in accordance with Section 22 of the Children Act 1989.

2. Children who had their third birthday before the last day of the previous term and are resident within the defined catchment area of the school on or before the published closing date for receipt of application forms. Evidence of permanent residence will be required. In the event of over-subscription by applicants from this category alone, the criteria set out below, in order of priority, will be applied to produce an order of preference;

    (a) Children who have a sibling in attendance at the school during the academic year in which the child is to be admitted. (Where preferences exceed places available, the Council determines priority by reference to the age of the pupils' youngest sibling in the school, the youngest commanding the highest degree of priority).

    (b) Children in chronological date of birth order, the oldest being admitted first. If two or more children have the same date of birth priority will be given to children living nearest the school as measured by the shortest available walking route, those living nearest will have priority. The Council uses a Geographical

Information System (GIS) to calculate home to school distances.

3. Children who had their third birthday before the last day of the previous term (31 August, 31 December or 31 March) and whom the Council judges that there are compelling medical or social grounds for their admission to a specified nursery school/class i.e. those children recommended for placement with regard to medical, psychological or special education reasons. (Written recommendations from appropriate external agencies or professional advisers will be required in such cases).

4. Children who had their third birthday before the last day of the previous term (31 August, 31 December or 31 March) and have a sibling in attendance at the school during the academic year in which the child is to be admitted. (Where preferences exceed places available, the Council determines priority by reference to the age of the pupils' youngest sibling in the school, the youngest commanding the highest degree of priority).

Spring Term Admissions (Allocated in October for a January start date)

5. Children who will be three on or before 31 December where evidence has been supplied to confirm that they are looked after, or have been previously looked after by a local authority in accordance with Section 22 of the Children Act 1989.

6. Children who will be three on or before 31 December, resident within the defined catchment area of the school on or before the published closing date for receipt of preference forms. Evidence of permanent residence will be required. In the event of over-subscription by applicants from this category alone, the criteria set out at point two above, in order of priority, will be applied to produce an order of preference.

   All remaining applications will be prioritised using points 3 and 4 above.

Summer Term Admissions (allocated in January for an April Start date)

7. Children who will be three on or before 31 March where evidence has been supplied to confirm that they are looked after or have been previously looked after by a local authority in accordance with Section 22 of the Children Act 1989.

8. Children who will be three on or before 31 March, resident within the defined catchment area of the school on or before the published closing date for receipt of preference forms. Evidence of permanent residence will be required. In the event of over-subscription by applicants from this category alone, the criteria set out at point two above, in order of priority, will be applied to produce an order of preference.

   All remaining catchment applications will be prioritised using points 3 and 4 above.

Remaining Applications

9. Where there are still spaces available after applying the criteria above, these will be allocated to children who had their third birthday before the last day of the previous term (31 August, 31 December or 31 March) with priority given to those living nearest the nursery school/class as measured by the shortest available walking route, those

living nearest will have priority. The Council uses a Geographical Information System (GIS) to calculate home to school distances.

PRIMARY EDUCATION

Reception age pupils may be admitted to school full time in the September of the academic year in which they reach five i.e. the September following a child's fourth birthday. This is not a legal requirement, and parents may choose not to send their children to school until later in the year or when they are of statutory school age. This will be a matter for individual negotiation between parents and schools. Statutory school age is defined as the start of the term following a child's fifth birthday.

Attendance at a nursery class does not automatically entitle a child to a reception class place in the same school.

All parents are required to express a preference for the school they wish their child to attend/transfer to, even if it is their catchment area school. In the autumn term parents will be invited to nominate their preferred primary school for the following September by completion of an appropriate application form. Parents will be notified of decisions in line with the timetable provided. No firm guarantee can be given that a parent's preference can be met in every case as requests for places in certain schools may exceed the number of places available.

In deciding upon admissions, the Council will consider each individual application received by the published closing date. Only applications received by the published closing date for receipt of preference forms will be considered in the initial round of allocation of places. Other preference forms received will be considered as late applications.

Where a school is named in an Individual Development Plan, the Council has a duty to admit the child to the school. From 1 September 2021, section 48 of the 2018 Act requires the governing body of a maintained school in Wales to admit a child to the school if the school is named in the child's individual development plan for the purpose of that section, which is to secure the child's admission to the school. This duty applies despite the limits on infant class sizes and even if admitting the child would result in the school exceeding its admission number. The duty to admit applies at all times, including where a school is named in a plan outside the normal admission round. Where this is known to the admission authority, the child will be allocated a place before other applicants are assessed against the oversubscription criteria.

Admission to a school

An admission to a school will normally be granted provided a schools admission number (and statutory class size limit, where applicable) will not be exceeded. However where the number of applications for admission to a school exceeds the number of places available, places will be allocated applying the admission criteria, in the order of priority, set out below. The Council will not normally exceed a school's admission number where this applies.

Oversubscription Criteria

1. Children where evidence has been supplied to confirm that they are looked after or have been previously looked after in accordance with Section 22 of the Children Act 1989.

2. Children who are currently permanently resident within the designated catchment area of the school on or before the published closing date for receipt of preference forms. Evidence of permanent residence of a child must be supplied if requested. In the event of over-subscription by applicants from this category alone criteria (4), (5) and (6), in order of priority, would be applied to produce an order of preference.

3. Children not currently permanently resident within the designated catchment area of the school whose parents have satisfied the Council, on or before the published closing date for receipt of preference forms, that the child will be taking up residence within the catchment area by the commencement of the school term to which the application relates. In the event of over-subscription by applicants from this category alone criteria (4), (5) and (6), in order of priority, would be applied to produce an order of preference.

4. Children in respect of whom the Council judges that there are compelling medical or social grounds for their admission to a specified primary school i.e. those children recommended for placement at a named school with regard to medical, psychological or special education reasons. (Written recommendations from the appropriate external agencies or professional advisers will be required in such cases). In the event of over-subscription by applicants from this category alone criteria (5) and (6), in order of priority, would be applied.

5. Children who have a brother or sister in attendance at the school in Reception to Year 6 during the academic year in which the child is to be admitted. In the event of over-subscription by applicants from this category alone, the Council will determine priority and allocate places by reference to the age of the pupil's youngest sibling in the school, the youngest commanding the highest degree of priority.

6. In determining applications for admission in respect of other pupils in the age group, the Council gives particular regard to the degree of proximity of the pupil's home to the school, as measured by the shortest available walking route; those living nearest will have priority. The Council uses a Geographical Information System (GIS) to calculate home to school distances.

SECONDARY EDUCATION

Children normally transfer to secondary school in the September following their eleventh birthday. In the autumn term parents of Year 6 pupils are invited to nominate their preferred secondary school by the published closing date. No firm guarantee can be given that parents preference can be met in every case as requests for places in certain schools may exceed the number of places available. The Council will endeavour to meet parental preference wherever possible provided there are spaces available and a school's admission number will not be exceeded.

In deciding upon admissions, the Council will consider each individual application received by the published closing date. Only applications received by the published closing date for receipt of preference forms will be considered in the initial round of allocation of places. Other preference forms received will be considered as late applications.

Where a school is named in an Individual Development Plan, the Council has a duty to admit the child to the school. From 1 September 2021, section 48 of the 2018 Act requires the governing body of a maintained school in Wales to admit a child to the school if the school is named in the child's individual development plan for the purpose of that section, which is to secure the child's admission to the school. This duty applies despite the limits on infant class sizes and even if admitting the child would result in the school exceeding its admission number. The duty to admit applies at all times, including where a school is named in a plan outside the normal admission round. Where this is known to the admission authority, the child will be allocated a place before other applicants are assessed against the oversubscription criteria.

Admission to a school

An admission to a school will be granted, provided a schools admission number will not be exceeded. However where the number of applications for admission to a school exceeds the number of places available, places will be allocated applying the oversubscription criteria, in the order of priority, set out below.

Oversubscription Criteria

1. Children where evidence has been supplied to confirm that they are looked after or have been previously looked after in accordance with Section 22 of the Children Act 1989.

2. Pupils who are currently permanently resident within the designated catchment area of the school on or before the published closing date for receipt of preference forms. Evidence of permanent residence of a child must be supplied if requested. In the event of over-subscription by applicants from this category alone criteria (4), (5), (6) and (7), in order of priority, would be applied to produce an order of preference.

3. Pupils not currently permanently resident within the designated catchment area of the school whose parents have satisfied the Council, on or before the published closing date for receipt of preference forms, that the child will be taking up residence within the catchment area by the commencement of the school term to which the application relates. In the event of over-subscription by applicants from this category alone criteria (4), (5), (6), and (7), in order of priority, would be applied to produce an order of preference.

4. Pupils who are on roll at a feeder primary school. In the event of over-subscription by applicants from this category alone criteria (5), (6), and (7), in order of priority, would be applied to produce an order of preference. **(Temporary criteria in place that will cease for the 2029/2030 academic year)**

5. Pupils in respect of whom the Council judges that there are compelling medical or social grounds for their admission to a specified secondary school i.e. those children recommended for placement at a named school due to medical, psychological or special education reasons. (Written recommendations from the appropriate external agencies or professional advisers will normally be required in such cases). In the event of oversubscription by applicants from this category alone criteria (6) and (7) would be applied.

6. Pupils who have a brother or sister in attendance at the school in years 7 to 11 during the academic year in which the child is to be admitted. In the event of over-subscription by applicants from this category alone, the Council will determine priority and allocate places by reference to the age of the pupils youngest sibling in the school, the youngest commanding the highest degree of priority.

7. In determining applications for admission in respect of other pupils the Council gives particular regard to the proximity of the pupil's home to the secondary school as measured by the shortest available walking route, those living nearest will have priority. The Council uses a Geographical Information System (GIS) to calculate home to school distances.

Feeder Primary Schools

Cowbridge School
Llanfair Primary
Llangan Primary
Llansannor CIW Primary
Pendoylan CIW Primary
Peterston Super Ely CIW Primary
South Point Primary
St Brides Major CIW Primary
St Davids CIW Primary
St Nicholas CIW Primary
Y Bont Faen Primary

Llantwit Major School
Rhws Primary
St Athan Primary
St Illtyds Primary
Wick & Marcross CIW Primary
Y Ddraig Primary

Pencoedtre High
Cadoxton Primary
Colcot Primary
Gwenfo CIW Primary
Holton Primary
Jenner Park Primary
Oakfield Primary
Palmerston Primary

Stanwell School
Albert Primary
Evenlode Primary
Sully Primary
Victoria Primary

St Cyres Comprehensive
Cogan Primary
Dinas Powys Primary
Fairfield Primary
Llandough Primary
St Andrews Major CIW Primary

St Richard Gwyn RC High
St Helens RC Primary
St Josephs RC Primary

Whitmore High
All Saints CIW Primary
Barry Island Primary
Colcot Primary
Gladstone Primary
High Street Primary
Rhws Primary
Romilly Primary

STANWELL SCHOOL CHANGE OF SCHOOL CATEGORY TO COMMUNITY STATUS SCHOOL

Transitional admission arrangements

As a consequence of Stanwell School's change of category from a Foundation School to a Community Status School from September 2024, the Council has committed to establishing transition arrangements for those children in attendance in reception to year 6 to at one of Stanwell's designated feeder primary schools prior to the change of status. The designated feeder schools are Albert, Evenlode, Sully and Victoria primary schools. Transition arrangements would form part of the Councils admissions policy.

The Council will therefore retain the feeder primary school link for Stanwell School for those children in attendance at a designated feeder primary school during the academic year 2023/2024 on transition to secondary education. All children in the reception to year 6 age group of a designated feeder school during the 2023/2024 academic year would retain their feeder status link for Stanwell School on transition to secondary education.

The transitional arrangements would cease for the year 6 transfer process to Secondary education in September 2030 when the last child eligible under transitional arrangements leaves their feeder primary school.

STANWELL SCHOOL TRANSITIONAL ADMISSION POLICY

The following transitional admission arrangements are in place for children who were in attendance at a designated feeder school for Stanwell School during the academic year 2023/2024. The transitional arrangements and feeder link do not apply to children who enter Albert, Evenlode, Sully and Victoria primary schools from September 2024 onwards. In these cases, the Councils oversubscription criteria would apply.

Where applications for admission into year 7 at Stanwell School exceed the number of places available, the following oversubscription criteria will be applied to children in the order set out below, to determine which children to admit.

Oversubscription Criteria

1. Looked After Children as defined by Section 22 of the Children Act 1989. Priority is given to Looked After Children and previously Looked After Children in accordance with the Education (Admissions of Looked After Children, Wales) Regulations 2009 and the School Admissions Code of 2013.

2. Pupils who were on register in one of the designated feeder primary schools (Albert, Evenlode, Sully and Victoria) in reception to year 6 during the academic year 2023/2024. In the event of oversubscription by applicants from the designated feeder primary schools alone, criteria (3), (4) (5) and (6) would be applied to produce an order of preference.

3. Pupils who are currently permanently resident within the designated catchment area of the school on or before the published closing date for receipt of preference forms. Evidence of permanent residence of a child must be supplied if requested. In the event of over-subscription by applicants from this category alone criteria (5), (6) and (7), in order of priority, would be applied to produce an order of preference.

4. Pupils not currently permanently resident within the designated catchment area of the school whose parents have satisfied the Council, on or before the published closing date for receipt of preference forms, that the child will be taking up residence within the catchment area by the commencement of the school term to which the application relates. In the event of over-subscription by applicants from this category alone criteria (5), (6), and (7), in order of priority, would be applied to produce an order of preference.

5. Pupils in respect of whom the Council judges that there are compelling medical or social grounds for their admission to a specified secondary school i.e. those children recommended for placement at a named school due to medical, psychological or special education reasons. (Written recommendations from the appropriate external agencies or professional advisers will normally be required in such cases). In the event of oversubscription by applicants from this category alone criteria (6) and (7) would be applied.

6. Pupils who have a brother or sister in attendance at the school in years 7 to 11 during the academic year in which the child is to be admitted. In the event of over-subscription by applicants from this category alone, the Council will determine priority and allocate places by reference to the age of the pupil's youngest sibling in the school, the youngest commanding the highest degree of priority.

7. In determining applications for admission in respect of other pupils the Council gives particular regard to the proximity of the pupil's home to the secondary school as measured by the shortest available walking route, those living nearest will have priority. The Council uses a Geographical Information System (GIS) to calculate home to school distances.

In year admission applications/transfer requests

In year admission transfer applications to Stanwell School from September 2024 will be considered in line with the local authority's admission arrangements where residence within the catchment area is a high priority for admission to the school.

Admission Numbers: September 2028/29

(THE FOLLOWING ADMISSION NUMBERS REMAIN UNDER REVIEW AND MAYBE SUBJECT TO CHANGE AFTER CONSULTATION WITH RESPECTIVE SCHOOLS OR THE IMPLEMENTATION OF SCHOOL ORGANISATION PROPOSALS)

School Name	Admission Number
Secondary Schools	
Cowbridge School	240
Llantwit Major School	180
Pencoedtre High School	210
St Cyres School	210
St Richard Gwyn RC High School	210
Stanwell School	300
Whitmore High School	180
Ysgol Gymraeg Bro Morgannwg	240
Primary Schools	
Albert Primary	55
All Saints CIW Primary	30
Barry Island Primary	30

Cadoxton Primary	60
Cogan Primary	30
Colcot Primary	45
Cowbridge School (Primary Phase)	30*
Dinas Powys Primary	60
Evenlode Primary	60
Fairfield Primary	45
Gladstone Primary	60
Gwenfo CIW Primary	30
High Street Primary	30
Holton Primary	60
Jenner Park Primary	30
Llandough Primary	30
Llanfair Primary	20
Llangan Primary	15
Llansannor CIW Primary	30
Oak Field Primary	30
Palmerston Primary	30
Pendoylan CIW Primary	30
Peterston-S-Ely CIW Primary	27
Rhws Primary	45
Romilly Primary	90
South Point Primary	30
St Andrew's Major CIW Primary	30
St Athan Primary	30
St Brides Major CIW Primary	30
St David's CIW Primary	30

St Helen's RC Primary	44
St Illtyd Primary	45
St Joseph's RC Primary	30
St Nicholas CIW Primary	18
Sully Primary	50
Victoria Primary	60
Wick & Marcross CIW Primary	22
Y Bont Faen Primary	30
Ysgol Gwaun y Nant	60
Ysgol Gymraeg Dewi Sant	30
Ysgol Gymraeg Bro Morgannwg	30
Ysgol Gymraeg Pen y Garth	60
Ysgol Iolo Morganwg	60
Ysgol Sant Baruc	60
Ysgol Sant Curig	60
Ysgol Y Ddraig	60

* Admission number relates to the reception to year 5 classes only as part of a phased year group entry due to the implementation of school organisation proposals in September 2023.