

Llantrisant Primary School

Admissions Policy

The admission authority of Llantrisant Primary School is Rhondda Cynon Taff County Borough Council. Llantrisant Primary School adheres to the admission policy of the LA by which it is administered. Parents who wish to send their child to our school must complete the relevant forms which can be obtained from the school or Local Authority.

All parents are issued with the LA booklet "Starting School" prior to pupils entering Nursery class – which informs them of primary education admission arrangements. Nursery leaflets are also distributed in "Little Inspirations" day nursery in Ynysmaerdy.

As Llantrisant Primary is a maintained school it is governed by the Pupil Admission number of 22.

Admission of Nursery Pupils

Pupils will receive a full programme of sensitive integration ensuring a secure transition from home to school.

Pupils are admitted to our nursery class at the age of 3 or 4 and places are either full or part time, depending on numbers and demand. Arrangements for the academic Year 2015/16 are set out in the RCT "Starting School" booklet.

When pupil admissions exceed nursery places, part time places will be offered. Part time children will be given equality of opportunity in terms of access to time in school. Morning and afternoon part time sessions will be alternated on a half termly basis as appropriate.

Admission to Infant School (Reception)

In line with local authority admissions parents will need to complete an admissions application form in order to gain a place. Forms will be supplied by the school or can be requested from the local education authority admissions department. The local authority is the official admissions authority and the LA determines whether your admission application is successful or unsuccessful according to current LA admission procedures.

Admission from Other Schools

The local authority determines admissions of pupils within the County boundaries. The Headteacher will advise any parent wishing to transfer pupils from another school to discuss the matter with the Headteacher of that school first. Following such discussion the local authority has the final decision to allocate a place in the school. Pupils may be allocated to classes where there are more than one age group.

Admission Records

Pupils records will be requested to ensure a consistency in provision at transfer from other nursery/primary/infant or junior schools. Any relevant agencies or bodies will be contacted as necessary to cater for, or safeguard the needs of pupils.

Parents of newly admitted pupils will be given a school brochure to acquaint them with the aims, rules and routines and organisation of our school. A Home/School Agreement is included which parents/carers are asked to sign.

All new parents are automatically members of the Parent Teacher Association (PTA).

This policy was received by the Governing Body in the Summer Term 2015 and will be reviewed in line with LEA guidelines.

NB The Governing Body will be informed of any minor changes to the policy that may occur within the school between the normal reviewing procedures.