

Wrexham County Borough Council

PARENTS' GUIDE

to Education Services in Wrexham

2025-2026



THIS DOCUMENT IS ALSO
AVAILABLE IN WELSH



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Letter from the Chief Officer Education and Early Intervention

Dear Parent/Guardian

In accordance with the law, all Local Authorities have an obligation to provide an opportunity for parents/guardians to express a preference when choosing a school for their children. This is one of the most important decisions you will take on behalf of your child. This guide aims to help you to understand the arrangements for admitting children to schools within the County Borough. It provides information on your rights and responsibilities and answers questions frequently asked about your child's school.

As a parent/guardian, you have a right to expect your child to receive a good education. Wrexham Local Authority, in partnership with our schools, are committed to providing our children and young people with a positive start in life. We want everyone in Wrexham County Borough to have high aspirations, the confidence, opportunities and qualifications to achieve their potential.

We want our schools to be an important part of the community and to be local parents' and pupils' first choice, with success rates that compare well across Wales and the wider UK. This includes ensuring our vulnerable groups of learners are well supported so that they are able to access a quality learning experience.

May I take this opportunity to wish your child every success as they embark on an exciting stage in their life, whether it be starting school or moving on to secondary school.

If you require any further information, please do not hesitate to contact the admissions team who will be happy to help.

Yours sincerely

Karen Evans
Chief Officer Education and Early Intervention

Introduction

This booklet has been produced by Wrexham County Borough Council to give general information about the school admission policy as managed by the Local Authority. It will be of particular interest to parents whose children are about to start school or are to transfer to their next phase of education. Please note that this guide has been written with the intention of being a digital document. Copies of this booklet will be available for reference at Contact Wrexham and public libraries.

School prospectus availability

If more detailed information is required about a particular school then the headteacher of that school should be contacted directly. Each school publishes a prospectus, which gives details regarding its organisation and the curriculum which it provides. These are available to parents, free of charge, from individual schools. [School Inspection Reports](#) can be accessed online.

Equality, human rights and diversity

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

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

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

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

The Authority will work to improve the life chances of all children in the district by removing barriers to educational attainment and personal development and will actively promote equality of opportunity for everyone. Where appropriate we will use Positive Action provisions, as permitted by the Equality Act 2010, to address deep rooted and stubborn inequalities that stifle many minority groups and will seek to improve attainment and progression for all pupils and learners.

Admission to school

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

- English medium education (where Welsh is taught as a second language)
- Welsh medium education (education through the medium of Welsh, children become bilingual).
- Denominational education (Faith based church voluntary aided and voluntary controlled schools)

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

Current Phase	New Phase	Age by 31/08/2025
N/A	Nursery	3
Nursery	Reception/Primary	4
Primary	Secondary	11

Admissions timetable

Admission Phase	Admission forms available to parents from	Parents' consideration period	Closing date for receipt of on-time applications	Allocation period by Local Authority/ admitting authority	Parents informed by ('Offer date')
Secondary	02/09/2024	02/09/2024 – 04/11/2024	04/11/2024	05/11/2024 – 06/01/2025	03/03/2025
Reception	23/09/2024	23/09/2024 – 18/11/2024	18/11/2024	19/11/2024 – 24/02/2025	16/04/2025
Nursery	06/01/2025	06/01/2025 – 17/02/2025	17/02/2025	18/02/2025 – 24/03/2025	06/05/2025

Applications must be returned to the Local Authority by the on-time closing date. Your child may have less opportunity to be allocated to your preferred school if your application is received after this date, as your application may be considered as late. More information is available in the ['Late Applications'](#) section, below.

Late applications received after the end of the allocation period will not be processed until after the 'offer dates'

Appeals for secondary phase should be submitted by the 14th March 2025, and appeals for Reception should be submitted by 2nd May 2025.

Funded Early Education admission timetable

Children could be eligible for funded early education, dependent on when their third birthday falls. Please refer to the ['Early Education'](#) section for details on eligibility criteria.

Intake	Eligible pupils	Parents' consideration period	Closing date for receipt of on-time applications	Parents informed by ('Offer date')
January 2025	Pupils who have their third birthday between 01/09/2024 and 31/12/2024	Opens 2nd September 2024 - Closes 25th October 2024	25th October 2024	20th November 2024
April 2025	Pupils who have their third birthday between 01/01/2025 and 31/03/2025	Opens 28th October 2024 – Closes 20th December 2024	20th December 2024	21st February 2025

How to apply

Arrangements must be made to enable parents to express a preference for a school they wish their child/children to attend. By law, parents who express a preference are given priority for admission over those who do not.

In the case of sixth form admissions, expression of a preference can be made by either a parent, a young person or both and should be done by contacting the school concerned.

You can access our online service to make your application in accordance with the above timetable on the Wrexham County Borough Council website, [School admissions](#). Paper applications are available by contacting the admissions team admissions@wrexham.gov.uk. This form should be used if you are a resident in Wrexham and you wish to express a preference for a Wrexham school OR in neighbouring authorities where we have a data sharing agreement.

If you express a preference for a VOLUNTARY AIDED school (Catholic or Church in Wales) or FOUNDATION school in Wrexham, in addition to completing the Local Authority application you will also be required to complete additional paperwork, such as a Supplementary Information Form (SIF) or School Application Form, and in some instances you will be required to provide evidence of Sacraments received. These schools are responsible for considering your child's application against others received in accordance with their own oversubscription criteria, so please ensure that you read their individual Admissions Policy carefully and refer to the [school website](#) to ensure you include all the required information to allow your application to be considered.

Parents are strongly advised to express more than one preference. They must be listed in a preferred order. Only the highest preference that can be met will be used to offer a place. **Listing the same school multiple times does not result in a better chance of being offered that school.**

Please refer to the [Admissions Timetable](#) for application dates. It is very important that applications are submitted on time, as applications submitted after the closing date will be considered after those received on time.

Admissions to schools outside of Wrexham local authority

Wrexham works closely with neighbouring Local Authorities to coordinate admission arrangements. Parents wishing to express a preference for a school in a County other than Wrexham should still use the Wrexham preference form and it will be passed to the relevant Local

Authority (with the exception of Cheshire West and Chester Council) in line with our Data Sharing Agreement.

Secondary: We share data with:

- Denbighshire County Council
- Flintshire County Council
- Shropshire County Council

Primary: We share data with:

- Denbighshire County Council
- Flintshire County Council

Please note that neighbouring local authorities' timetables may be different to that above. If the school for which you wish to express a preference is in another county please contact the respective Local Authority to ensure you do not miss the closing date:

Denbighshire County Council:
admissions@denbighshire.gov.uk
Tel: 01824 706000

Flintshire County Council:
admissions@flintshire.gov.uk

Shropshire County Council:
admissions@shropshire.gov.uk
Tel: 03456789008

Cheshire West and Chester Council¹:
admissions@cheshirewestandchester.gov.uk
Tel: 0300 123 7039

¹ *If you wish to apply for a school in Cheshire West and Chester, you must use their application form and apply directly, as we are unable to process applications for schools in Cheshire West and Chester.*

Late applications

Late applications will be considered after those received by the on-time closing date. If the Local Authority considers that there are good reasons for the application form being late it will be considered with the 'on time applications.' In all cases, supporting evidence must be provided.

All late applications will be ranked in accordance with the oversubscription criteria and any places which are available will be offered to the highest-ranking applicants up to the end of the allocation period. If the Admission Number for the requested school has been reached, parents will be offered the right to an appeal. A waiting list will also be maintained for that school if necessary and any places that become available will be offered to the highest-ranking applicant on the list in accordance with the oversubscription criteria.

The process for offering school places

All pupils will be admitted if the Admission Number has not been reached. The Admission Number for each school relates to the number of children that can be admitted to each year group during the school year. The Admission Number for a school is calculated using the capacity assessment method in the Welsh Government's guidance document ['Measuring the Capacity of Schools in Wales'](#). All school Admission Numbers are included on the ['Schools List'](#) in the published guide for parents.

If more parents express a preference for a school than there are places available and the Admission Number is reached, the Local Authority applies the published oversubscription criteria to rank all preferences expressed to see who can be offered a place. All preferences received will be considered on the basis of equal preferences. This means that in the first instance, all preferences will be considered against the relevant oversubscription criteria only, i.e. without reference to the preferred ranking. If a place can be offered at more than one of the preferences expressed (because a preferred school is undersubscribed or because the applicant has a high enough priority against the criteria for an oversubscribed school, or because a school receives the same number of applications as the number of places available), the place offered will be for the school ranked highest on the application.

Please Note: Expressing a preference does not guarantee a place at your preferred school if that school is oversubscribed. If more parents apply for places at the school than the number of places available, the Local Authority will apply the oversubscription criteria for allocating places as set out in the policy.

Voluntary Aided Faith and Foundation Schools

If you express a preference for a voluntary aided school (Catholic or Church in Wales) or foundation school in Wrexham the relevant school will be sent your details. You may also be required to complete a Supplementary Information Form (SIF) which is available direct from the school. The timetable for admissions (above) also applies to voluntary aided and foundation schools. These schools are responsible for considering your child's application against others received in accordance with their own oversubscription criteria. The school governors should use the school's own oversubscription criteria to rank applications and make offers of places. Any preferences not met will be returned to the local authority and will be treated equally with other preferences expressed for Wrexham Schools.

There is 1 Foundation Secondary School in Wrexham:

- The Maelor School, Penley

There is 1 Shared Faith Secondary School in Wrexham:

- St. Joseph's Catholic and Anglican High School, Wrexham

There are 2 Catholic Primary Schools in Wrexham:

- St. Anne's Catholic Primary School, Wrexham
- St Mary's Catholic Primary School, Wrexham

There are 9 Voluntary Aided Church in Wales Primary Schools in Wrexham:

- All Saint's Church in Wales Voluntary Aided School, Gresford
- Bronington Church in Wales Voluntary Aided Primary School, Bronington
- Madras Church in Wales Voluntary Aided Primary School, Penley
- Minera Church in Wales Voluntary Aided Primary School, Minera
- St. Chad's Church in Wales Voluntary Aided School, Hanmer
- St. Mary's Church in Wales Voluntary Aided School, Brymbo
- St. Mary's Church in Wales Voluntary Aided School, Overton
- St. Mary's Church in Wales Voluntary Aided School, Ruabon
- St. Paul's Church in Wales Voluntary Aided School, Isycoed

The above schools are their own Admitting Authority, and may require you to complete a Supplementary Information Form (SIF) and/or a separate application directly to the school. Please ensure that you **read their individual Admissions Policy carefully** to ensure you include all necessary information, as the application will only be considered if all required steps are fully completed.

The individual [Admission Policies](#) for these schools can be found in the relevant section of this booklet, or on the website for each school.

There are 5 Voluntary Controlled Church in Wales Primary Schools in Wrexham, for whom the Local Authority is the admitting authority. The Local Authority's Admission Policy applies to these schools:

- Borderbrook Aided Voluntary Controlled School, Malpas
- Eyton Church in Wales Voluntary Controlled Primary School, Eyton
- Pentre Church in Wales Voluntary Controlled Primary School, Pentre
- St. Giles Church in Wales Voluntary Controlled Primary School, Wrexham
- St. Peter's Church in Wales Primary School, Rossett

Policy for admissions to schools

The County Council, as the Local Authority, is responsible for determining the arrangements for admissions to all community primary and secondary schools including voluntary controlled schools. The Local Authority will consult annually with school Governing Bodies and the Diocesan Education Authorities in relation to admissions.

The Local Authority will comply with statutory requirements and the [Welsh Government School Admissions Code](#) and will take account of the expression of parental preference in the context of its duty to ensure the provision of effective education and the efficient use of education resources. When considering applications, the Local Authority will observe the provisions of the School Admissions Code which states that admission authorities should admit to the school's admission number and will rarely be able to prove prejudice as a ground for refusing an additional pupil while the numbers remain below the admission number.

Under the School Admissions Code, it may be reasonable in exceptional circumstances for the local authority, with the agreement of the Headteacher, to exercise discretion to admit more pupils than the admission number indicates, subject to such admissions not adversely affecting the school in the longer term including but not exclusively the duty to comply with infant class size legal requirements.

The Local Authority will comply with its duty to ensure the provision of effective education and the efficient use of resources. In so doing, the Local Authority will have regard to the total resources, including accommodation and staffing, available to each school and any constraints imposed by the school organisation and curriculum. It will also consider the resource implications for the authority and impact on other education policies.

When a parent gives fraudulent or intentionally misleading information in order to obtain a place at a school for their child, the Local Authority reserves the right to withdraw the offer of a place. Where a place is withdrawn on the basis of misleading information, the application must be considered afresh and a right of appeal offered if a place is refused.

Admission phases

1. FUNDED EARLY EDUCATION

Children who reside in Wrexham could be entitled to 10 hours of Funded Early Education, dependent on when their birthday falls. For children whose 3rd birthday falls between **1 September to 31 December**, a funded place will be provided for the Spring and Summer term. For children whose 3rd birthday falls between **1 January to 31 March**, a funded place will be provided for the Summer term.

Children born on or after 1st April receive their education entitlement in the school nursery classes in the Autumn term after their 3rd birthday.

Parents may state a preference for an approved setting which may be a preschool playgroup (English or Welsh medium), a private day nursery, or school nursery class. A full list of approved settings is available via [Funded Early Education](#).

Further details of the benefit of Early Education and how to apply can be found at [Funded Early Education](#).

Notes:

- Admission to an Early Entitlement setting at a particular school does not guarantee subsequent admission to nursery at that school. A fresh application will be required.
- No transport is provided

Funded Early Education forms part of the Welsh Government's '30 hour childcare offer' for three and four year olds of working parents. Full details of the childcare offer in Wrexham can be found at [Childcare Offer in Wales](#).

2. NURSERY

Local Authorities in Wales have a duty to provide sufficient nursery places in their area. A child becomes eligible for a place at a nursery class in the September following the child's 3rd birthday. Nursery education is not compulsory and parents have **no right of appeal** regarding nursery admissions under the [School Standards and Framework Act 1998](#).

Nursery schooling in all schools/units will be provided on the basis of 5 x 2.5 hour sessions per week for each child. Places are available in Nursery classes at all Wrexham primary schools, up to the Admission Number for each school.

Parents may express a preference for any nursery irrespective of where the child's home is in relation to the school. However, expressing a preference does not guarantee a place at that nursery. In the event of oversubscription, applications for nursery places will be dealt with by applying the oversubscription criteria in respect of primary schools as set out in this guide.

Notes:

- Admission to a nursery class at a particular Primary School does not guarantee subsequent admission to reception class at that school. A fresh application will be required.
- No transport is provided
- There is no right of appeal regarding nursery admissions

3. PRIMARY (RECEPTION)

The Authority will admit a child to a maintained primary school at the beginning of the school year if the child has achieved their 4th birthday on or before August 31st of that calendar year.

Once a reception place has been offered and accepted, parents may defer their child's entry until the start of the term following the child's 5th birthday. Parents are not able to defer entry beyond this point, nor beyond the academic year for which the original application was accepted.

In accordance with [legislation](#), infant class sizes (Reception, Year 1 and Year 2) are restricted to a limit of no more than 30 pupils per school teacher. In respect of junior classes (Year 3 to Year 6), the target is no more than 30 pupils per school teacher.

4. SECONDARY

Pupils will normally move from a primary to a secondary school in the September following their 11th birthday.

Oversubscription criteria

All pupils will be admitted if the Admission Number has not been reached. However, if we receive more applications than we have places available, applications will be considered against the oversubscription criteria, which are listed in priority order.

Any child for whom the school is named in a Statement of Special Educational Needs / Individual Development Plan (IDP) will be admitted before the application of the oversubscription criteria.

Criteria to be applied in order of priority by the Local Authority for admission to Nursery, Primary and Secondary Schools:

1. Looked after children or previously looked after children;
2. Children who have exceptional medical or educational needs, which in the opinion of the Admissions Authority justify admission to a particular school;
3. Children for whom the preferred school is the nearest suitable school to the pupil's home address, giving higher priority to pupils who also meet criteria (4) below;
4. Pupils who will have a sister or brother attending the preferred school on the expected admission date. The 'sibling rule' will only be applied for the statutory period of education i.e. up to Year 11;
5. Other children for whom criteria 1-4 above do not apply.

The Local Authority have noted that for some parents the creation of a new Welsh medium school site at Borrás could mean that they may no longer meet the nearest school criteria within the oversubscription policy for the school where their older children attends (i.e. Bodhyfryd, Plas Coch). In such cases, the Local Authority will apply the following temporary amendment to the current oversubscription policy between 2022 and 2028. The aim of this is to ensure that younger siblings starting at the school can attend the same school as their siblings, provided that the school was the nearest suitable school for the eldest sibling(s).

Where parents/carers have a child on roll at a Welsh medium Wrexham school when the new Welsh medium school opens in 2022, and where they meet the following criteria, they will have the option for the Local Authority to disregard the new school when any application is received for younger siblings during the Nursery and Reception admission rounds between September 2022 and September 2028.

- *The sibling currently on the school roll must be of statutory school age.*
- *The sibling currently on the school roll must still be on roll at the school in the September of the year of entry of any subsequent siblings.*
- *The sibling currently on the school roll must currently meet nearest school criteria.*
- *The sibling currently on the school roll must still be living at the same address as at time of application under which nearest school criteria was met.*

Tie-breaker

If there are more applications than places in any of the above categories a 'tie breaker' will be applied and the places will be allocated in distance order giving priority to those living nearest to the school. The Local Authority consistently uses distances that are measured on a Geographical Information System (GIS) mapping system.

If the authority is unable to comply with the parental preference(s) expressed then the parent will be asked to consider available places at alternative schools.

For the allocation of places, **the nearest suitable school** is interpreted as:

- **The Local Authority maintained school nearest to the child's home measured from child's home address to the school by the shortest walking route.**
- **The nearest Welsh medium school to the child's home measured from child's home address to the school by the shortest walking route; where parents wish their children to receive their education through the medium of Welsh.**
- **The nearest Denominational school where parents wish to have their children educated in a denominational school.**

When making a decision about the 'nearest suitable school' the Local Authority will accept only the pupil's home address and not that, for example, of childminder, friend or grandparents.

Notifying Parents

The outcome of an application for admission will be notified to parents in writing by email. Where the application has been refused, the letter/email will set out the reasons for the decision and the right of appeal.

Parents will be asked to decide by a specified date one or more of the following options:

- Place child's name on a waiting list;
- Proceed to appeal and place child's name on a waiting list;
- Accept the place offered at an alternative school for which preference has been expressed;
- Request an alternative school by emailing the Admissions Team.

Waiting lists

Waiting lists for oversubscribed schools will consist of those children whose parents have specifically requested in writing, preferably email, to be placed on the school's waiting list. Waiting lists will be maintained until 30 September in the school year concerned. After that date, any parents still wishing to be considered for a place must specifically request in writing to remain on a waiting list. If places become available they will be allocated according to the oversubscription criteria and not according to the date when the application was submitted or when a child's name was added to the waiting list.

Where applications to transfer between schools outside the normal admission stages are refused, the Local Authority will, in agreement with the parent, place the child's name on a waiting list which will remain open until the end of the school term² for which the application was made. After that date, parents must specifically request that their child's name remains on the waiting list for an additional school term, otherwise the name will be removed.

Definitions

1. ADMISSION AUTHORITY

The body responsible for setting and applying a school's admission arrangements. For community and voluntary controlled schools, Wrexham County Borough Council is the Admission Authority. For foundation or voluntary aided schools, the governing body of the school is the Admission Authority.

² If the application is made at the end of a school term, the child's name may remain on the waiting list until the end of the following term.

2. HOME ADDRESS

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

Permanent means where your child physically resides and sleeps for the majority of the school week and not somewhere where the child is temporarily staying for a short time. This will usually be the Parents' address.

Please note: only the person(s) with parental responsibility for a child ('Parents') can apply for admission. Where there is shared parental responsibility, all Parents should be in agreement about the preferences listed in the application.

It is the Parents' responsibility to come to this agreement.

If there is equal, shared custody of the child, it is left to the parents to decide which address to use but we may ask to see a valid Court Order or other evidence to confirm this arrangement exists. Only one application can be made per child and if you cannot agree which school your child should attend with another Parent, you should immediately take your own legal advice regarding making an urgent application to the Court.

Addresses may be checked against records held by your child's current school or nursery. Parents may be asked to prove residency at an address using, for example, any of the following documentation: Solicitor's correspondence confirming that completion has taken place on the purchase of a property, Tenancy Agreement, Mortgage Statement, Council Tax correspondence, Utility Supplier correspondence or such other evidence as the Local Authority deems appropriate.

Please note any documents provided must be relevant, current and relate to the address noted on the application form. The documents must also identify you by name, must be the most recent ones available and no older than 3 months when stated.

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

If the Local Authority is not satisfied with the evidence provided including, but not exclusively, if you have not followed the terms of this policy then your child's application will not be accepted and will be withdrawn.

Parents are advised that a school place may be lawfully withdrawn if the information given on their application form is fraudulent and/or misleading. Please be advised that intentionally providing

false information on an application form can be a criminal offence under the Fraud Act 2006. All applications where there is doubt about the address being given will be investigated by the Local Authority.

The responsibility lies with the Parents to provide sufficient documentary evidence to support permanent residence at the address used. The use of false, misleading, or inaccurate information including omissions may lead the Local Authority to also withdraw an offer of a place in the event an offer had previously been made.

Should you move after applying but during the allocation period you must provide us with proof of your new address. Acceptable evidence includes for example: a solicitor's letter confirming that completion has taken place on the purchase of a property, or a copy of the current rental agreement, signed by both the Tenants and the Landlords, and showing the address of the property and the start date of the tenancy. Please note any documents provided must be relevant, current and relate to the address noted on the application form. The documents must also identify you by name, must be the most recent ones available and no older than 3 months when stated.

3. DISTANCE

The Council uses a Geographical Information System (GIS) to calculate the shortest home to school distance in miles. This is integrated into the school admission software. The co-ordinates of an applicant's home address are determined using the Local Land and Property Gazetteer (LLPG) and Ordnance Survey (OS) Address Point Data. The starting point for a route assessment is determined as the nearest point on the walking route network from the pupil's address (usually the main entrance to the property), to the school. The network is updated annually.

It should be noted that transport will only be provided in accordance with the [Council's Transport Policy](#). Where, as a result of parental preference, a pupil attends a school other than the nearest appropriate school, as recognised by Wrexham County Borough Council, it must be understood that parents accept full responsibility for transport costs and arrangements.

4. MEDICAL NEED/INDIVIDUAL DEVELOPMENT PLAN (IDP)

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

5. SIBLING (BROTHER/SISTER)

A sibling is defined as a full, half, step, foster or adopted brother or sister living together as one household, at the same address and where the elder sibling is of statutory school age and will still be registered at the preferred school when the younger child is eligible to attend.

6. MULTIPLE BIRTH CHILDREN

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

7. PARENTAL RESPONSIBILITY

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

Acquiring parental responsibility:

- A mother automatically has parental responsibility for her child from birth.
- In England and Wales, if the parents of a child are married to each other at the time of the birth, or if they have jointly adopted a child, then they both have parental responsibility. Parents do not lose parental responsibility if they divorce, and this applies to both the resident and the non-resident parent. This is not automatically the case for unmarried parents.
- A father has parental responsibility only if he is married to the mother when the child is born or has acquired legal responsibility for his child through one of these three routes:
 - (From 1 December 2003) by jointly registering the birth of the child with the mother
 - By a parental responsibility agreement with the mother
 - By a parental responsibility order, made by a court

Parents are asked to co-operate with school staff by providing the school with details of the persons with parental responsibility for a pupil. Any changes in the arrangements for parental responsibility or in the day to day care of the child should be notified to the school.

Any reference to 'parents' within this booklet extends to include any individual who has care of the children.

Admission of pupils from outside Wrexham

Pupils applying for admission to a school in Wrexham who do not reside in Wrexham will be offered a place at a school in accordance with the admissions policy.

Change of school during the school year

Schools in Wrexham have agreed a protocol with the local authority for transfers from one nominated school to another other than at the normal transition point (Reception and Year 7).

A parent seeking such a transfer should initially speak to the headteacher of the child's current school to discuss the reasons for that transfer. Parents are strongly advised to refrain from transferring pupils during the academic year, except when there has been a house move, in order to avoid interrupting their school courses.

If, following this discussion, the parent wishes to continue the process, the parent must complete a transfer application.

For pupils moving into the area at times other than the normal admission round (September of each year), the Local Authority will endeavour to meet parental preferences as far as possible.

In the majority of applications, parents will be notified of the decision within 15 school days. Where there are additional concerns or issues the transfer request may be considered under the Local Authority's Fair Access Protocol in order to ensure appropriate provision is in place.

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

If parents feel that a problem at school is so serious as to necessitate a change they are urged to take all reasonable steps to resolve the issue with the school first and then to seek advice from the Admissions Team if necessary before applying for a transfer. In cases involving school transfer requests that do not involve a house move the Local Authority reserves the right to arrange for the child to start the new school at the beginning of the next half term to minimise disruption to their own and other children's education.

Pupils must continue to attend their current school while the transfer request is being processed.

If the admission number for the year group in the requested school has already been reached, the application may be refused and parents will be offered a place at an alternative school. In such circumstances a parent would also have the right of appeal, as outlined below. The parent may then accept the alternative placement, or may give notice of appeal.

Appeals procedure

If the Authority is unable to comply with the parental preference, the parent will be given the reason in writing and advised about available places at an alternative school. The parent may then accept the alternative place and may give notice of appeal. Information on how to appeal will be provided. Further information regarding the appeals procedure is available from the [admissions team](#). Appeals relating to admissions into community and voluntary controlled schools should be sent in writing to Education and Early Intervention at Crown Buildings, 31 Chester Street, Wrexham, LL13 8BG.

Appeals for Secondary phase should be submitted by 14 March 2025, and appeals for Reception should be submitted by 2 May 2025.

Appeals will be heard within 30 school days of the appeal being received in writing or from the closing date of multiple appeals (or within 30 working days if received during the school summer holidays). Every effort will be made to hear appeals as quickly as possible. The parent, accompanied by a friend if desired, will be given an opportunity to appear before an Independent Appeal Panel. The decision of the Independent Panel will be notified to the parent in writing and is final and binding on all parties.

The right to appeal does not apply at nursery stage.

Looked after children

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

Gypsy and traveller children

Children from the gypsy traveller community or travelling groups will be treated in accordance with the School's Admissions Code of Practice 2013 and with reference to [Welsh Government guidance](#).

Welsh language policy for all schools

The Authority's Welsh Language Policy aims to ensure that all pupils reach a standard of bilingualism. It will be the responsibility of the Authority, in conjunction with the Headteacher and the School Governors, to ensure the teaching of both Welsh and English is in accordance with National Curriculum requirements.

Primary education will be provided for all children mainly through the medium of English, or mainly through the medium of Welsh. Secondary education will be provided for all children mainly through the medium of English, or mainly through the medium of Welsh. To ensure continuity with the primary schools, Welsh will be taught as a second language in all secondary schools where the main medium of instruction is English.

Wrexham County Borough Council, working in partnership with schools will provide parents with full information and understanding of the advantages of Welsh medium education and the opportunities which exist within Wrexham, explaining clearly that:

- There is no need for parents to be Welsh speakers for their children to take advantage of this opportunity
- Receiving education in a designated Welsh medium school enables pupils to become fully bilingual
- There are intellectual advantages to being equally fluent in two languages

Pupils who have received their education through the medium of English can move into Welsh medium education at any time. The Local Authority has a service that supports Welsh latecomers and their schools. The intervention starts as soon as the child has transferred over to a Welsh medium school in Wrexham, and the service will continue to support the child until they have reached a sufficient level of acquisition. Please refer to the '[The benefit of Welsh medium education](#)' section for further information.

Additional Learning Needs/Additional Learning Provision

From September 2021, the Local Authority and schools/settings will implement the requirements of the ALNET (2018). The changes of this legislation include a change in terminology from Special Educational Needs (SEN) to Additional Learning Needs. It also requires the Local Authority in the first instance to secure education for children and young people with additional learning needs in maintained mainstream schools. Exceptions to this are limited.

Therefore, the vast majority of mainstream schools within Wrexham will be able to meet the needs of those pupils with additional learning needs through the implementation of appropriate strategies, carefully differentiated and targeted interventions and programmes delivered by school staff. External agencies may support schools to implement the targeted interventions for some learners.

For some pupils their additional learning needs may be best met in a smaller class within a mainstream school or within the special school. Wrexham County Borough Council has a number of Resourced Provision classes in nursery, primary and secondary schools, which meet the needs of pupils with a range of additional learning needs. Admission to these Resourced Provisions and special schools is determined through the Local Authority Inclusion Panel.

For learners whose specialist provision is being considered by the Local Authority, it is important that parents still apply for a mainstream placement through the normal admission procedure.

Parents who wish to obtain further advice and information concerning additional learning needs should contact the Inclusion Service, through ALN@wrexham.gov.uk (Tel: 01978 295498/5499).

Parents with children who have additional learning needs can access independent advice, guidance and support through contacting the Parent Partnership Service provided by SNAP Cymru through 0808 801 0608 (Monday to Friday 9.30 am to 4.30 pm) helpline@snapcymru.org or the [SNAP Cymru](#) website.

English as an Additional Language (EAL) Service

The English as an Additional Language Service offers language support to pupils whose first language is neither English or Welsh.

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

Where pupils with little, or no, English language apply for school places, they shall be referred to the English as an Additional Language (EAL) Service by the Admissions Officer.

The Admissions Officer, in consultation with the headteacher and the parents, will make arrangements for admission.

School attendance, punctuality and absence

It is essential that children attend school consistently if they are to achieve their potential. Regular or persistent absences from school can be a significant concern. Persistent or repeated absences can have serious consequences for the wellbeing of a child and can prejudice academic outcomes.

Parents or those with Parental Responsibility have a legal duty to ensure that their children are properly educated. For most children this means regular attendance at a local school. Regular attendance means that children should be in school from Monday to Friday during the hours that the school is open.

Children that fail to attend (or that regularly arrive late and miss registration) are not attending school regularly. In law, there are some reasons to explain school absence that a Headteacher can choose to accept to allow absence to be authorised. These explanations include:

- Medical absences or some other unavoidable cause
- Religious observance
- School transportation issues

These explanations must be accepted by a Headteacher in accordance with the [Welsh Government's All Wales Attendance Framework](#) before they are deemed legitimate. Parents and carers may be required to provide specific evidence before a Headteacher will authorise such absences.

Absence for other reasons, including holidays in term time, should be discussed with the Headteacher before any holiday is arranged. Permission for holiday leave can only be given by the Headteacher.

The Welsh Government guidance suggests that:

- Schools should use their discretion sparingly
- In exceptional circumstances a parent shall not be granted more than ten school days leave of absence in any one school year
- Ten school days should not be regarded as the norm or as an entitlement

The Local Authority recommends that no holidays are authorised in term time unless for exceptional circumstances, and that non-urgent doctor and dentist appointments should be made outside school hours whenever this is possible.

Parents who fail to ensure that their children attend school regularly could be issued with a Fixed Penalty Notice of £60 or could face legal proceedings.

A finding of guilt in a local Magistrates Court can result in a criminal conviction. Each parent/carer could also receive a custodial sentence or fined up to £2,500 for each child missing school. The court also has the power to make a Parenting Order should this be required.

Some children may truant from school without their parent's knowledge.

- North Wales Police have powers to detain any child(ren) of school age whom they suspect may be unlawfully absent from school
- A Community Education Patrol also operates within the locality
- Please support your child by informing the school about the reason for any absence as soon as possible on the day the absence is required. On return to school ensure that a written note or medical evidence is provided to the Headteacher.
- Please contact the Education Social Work Service for advice or support with regard to matters of school attendance
- Additional support or advice can be obtained from Youth Work in Education with regard to school attendance matters

School transport

There is a statutory duty placed upon the Local Authority to provide pupils of compulsory school age (Reception pupils to end of Year 11), residing within the County Borough, with the provision of free transport to their nearest suitable school as determined by the local authority if they reside beyond 'walking distance' to that school. The law defines 'walking distance' as over two miles for pupils receiving primary education and over three miles for pupils receiving secondary education.

The nearest suitable school is deemed by the Local Authority to be the nearest school to the home address which provides education relevant to the age, ability and aptitude of the pupil. Distances are measured by the shortest available walking route from home to school as determined by the Local Authority's Geographical Information System (GIS) mapping system, which may include public footpaths. The shortest available route is one along which it is considered safe for a child without a disability or learning difficulty to walk the route alone, or accompanied if the age of the child would call for such. An exception can be made if your child will be attending a Welsh medium or faith school, and the chosen school is not the nearest to their home address. In both cases free transport is only available if the child lives over the minimum distance from the school.

Suitable transport arrangements will be made for a child with additional learning needs with the provision of free transport to the school or other educational establishment on referral from the Council's Education additional learning needs Team.

Where pupils attend, as a result of parental preference, a school which is not the nearest suitable school, it must be understood that parents accept full responsibility for transport arrangements. This will include making all the necessary arrangements as well as meeting the cost. If your child does not qualify for free transport then we may be able provide an allocated seat on school transport that has spare capacity. There will be a charge for this.

A full version of the current [School Transport Policy](#) is available on our website or by contacting the School Transport Team on school.transport@wrexham.gov.uk or 01978 298996.

Please note that only children of reception age and above can receive free school transport. The Local Authority does not provide transport for pupils attending Nursery School or Nursery Classes at the age of three.

Applying for school transport

You can apply online, this is the quickest and easiest way to apply. Alternatively, parents can contact School Transport to request a paper copy of the application form. Please refer to the [School Transport](#) website for a link to the application process.

The benefit of Welsh medium education

In accordance with the Welsh Government's vision and strategy for a 'Million Welsh Speakers by 2050', Wrexham Council's policy is that every child should have the opportunity to learn and use the Welsh language effectively. This will provide them with the cultural, as well as the economic benefits that being fluently bilingual brings.

Have you considered Welsh medium education for your child?

You don't have to be a Welsh speaker for your child to benefit from a Welsh medium education. Whichever language you speak at home, Welsh medium education can give your child additional opportunities, experiences and skills. Choosing a Welsh medium education provides your child with the opportunity to extend their bilingual skills creatively and academically. There are wider benefits to a bilingual education including a positive effect on a child's cognitive abilities, and these benefits last a lifetime.

Learners who choose Welsh medium education will be fully bilingual, which offers many advantages for their futures. Having the ability to speak Cymraeg (Welsh) is a national priority for Welsh Government and is either an essential or a desirable skill for a growing number of jobs. Employers across all sectors in the region of North Wales have identified bilingual skills as one of the future skills needs of employability and consequently, is emphasised as one of the regional drivers in the North Wales Skills and Employment Plan. Being bilingual also increases a learner's capacity to learn another language, which offers further international and global opportunities.

Welsh medium education is available for all learners. Children and their families are fully supported in order to ensure that the learners flourish and become competent and confident in both languages. Over 90% of learners that access Welsh medium education in Wrexham come from non-Welsh speaking families therefore schools are well-rehearsed in supporting their language acquisition journey. The Authority also supports latecomers to Welsh medium education. Details can be found below.

The Local Authority's Welsh in Education Strategic Plan (WESP) sets out our agreed aims and objectives to develop and support the Welsh language in all our schools over the next 10 years. A copy can be found on our website at [Schools and Education: more education information](#).

Your child could access Welsh medium education at one of nine Welsh medium primary schools located within Wrexham County Borough:

[Ysgol Bodhyfryd, Wrexham](#)

[Ysgol Bro Alun, Gwersyllt](#)

[Ysgol Bryn Tabor, Coedpoeth](#)

[Ysgol Cynddelw, Glyn Ceiriog](#)

[Ysgol I.D. Hooson, Rhosllannerchrugog](#)

[Ysgol Llanarmon, Llanarmon Dyffryn Ceiriog](#)

[Ysgol Llan-y-pwll, Borrass](#)

[Ysgol Min-y-Ddôl, Cefn Mawr](#)

[Ysgol Plas Coch, Wrexham](#)

Our Welsh medium secondary education is provided at [Ysgol Morgan Llwyd, Wrexham](#), where all subjects are delivered through the medium of Cymraeg (Welsh).

Latecomers to Welsh medium education and immersion

The Local Authority has a service that supports Welsh latecomers and their schools. The intervention starts as soon as the child has transferred over to a Welsh medium school in Wrexham, and the service will continue to support the child until they have reached a sufficient level of acquisition. This programme has achieved extremely high levels of success over a number of years with the vast majority continuing with their Welsh medium education and enjoying great success in their second language. There is ample support available for the children, their families and the schools in order to ensure that the journey works for everyone.

As a result of a significant increase in the number of children who wish to transfer to Welsh medium schools during recent years the Authority has recently increased and developed their current provision.

Our primary support package includes:

- Welsh Latecomers outreach support within the school until the child has reached a sufficient level of acquisition;
- A support package for the teacher and supporting staff;
- The option for the child to attend our Language Centre, 'Cynefin,' in order to immerse themselves intensively with our team of experienced Immersion officers before returning to the school and continuing with outreach support;
- A support package for parents and families and an opportunity to meet with a member of the Welsh Immersion team to gain a greater understanding of the support we offer and to learn more about how you as parents and guardians can support the child too;

For more information, please contact your school or email us at trochi@wrexham.gov.uk

Welsh immersion for secondary education

The Welsh Immersion scheme enables pupils to transfer from English medium primary schools to access Welsh medium secondary education at Ysgol Morgan Llwyd. Year 6 pupils currently attending English medium schools, wishing to access Welsh medium secondary education, can access support through the successful immersion scheme based at Ysgol Morgan Llwyd, where immersion pupils are supported until they acquire full fluency and join mainstream classes by the start of Year 9. We've received excellent feedback from both parents/guardians and children and ensure that our course is developed around pupil-led ideas and that their wellbeing is central to every aspect of the course.

For more information, please contact your school or email us at trochi@wrexham.gov.uk

Further Information on Welsh language support for families of pre-school children:

- **Cymraeg i Blant / Cymraeg for Kids**
Free activities for new parents using English and introducing Cymraeg (Welsh)
[Cymraeg for kids](#)
- **Ti a Fi / You and Me**
Parent and toddler sessions run by Mudiad Meithrin [Cylch Ti a Fi - Meithrin](#)

- **Cylch Meithrin / Flying Start**
2-2½ hour session. Suitable for children from 2 year old to school age.
Some groups provide rising 3 places and wraparound services.
- **Day Nursery / Childminders**
Ask your local nursery how they use Cymraeg (Welsh) in everyday activities or contact [Wrexham Family Information Service](#) for more information.
- **Welsh Story and Song sessions**
Held at your local [Library](#)
- **Wrexham's Welsh education**
Visit www.agw.cymru Wrexham's Welsh education website for a range of information, advice and resources relating to Welsh medium education in Wrexham.



Assistance and general information for pupils and families

School meals and refreshments

The Authority will ensure:

- The provision of a mid-day meal in all primary and special schools with a choice of courses wherever possible
- The provision of a mid-day meal in all secondary schools on a cafeteria basis with an individual pricing system

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

Free school meals will be offered to all learners in Primary Schools as part of the Welsh Government roll out of the Universal Primary School Free School Meals programme.

If you are on low income it is important for you to make an application for [free school meals](#) for your children regardless of the universal provision because the Free School Meal Benefit eligibility makes other benefits available to you and increases the funding for your child's school.

School uniform grant/schools essential grant

The Authority administers the [School Essential Grant](#) on behalf of Welsh Government, which provides families who meet the eligibility criteria for free school meals with help towards the cost of purchasing essential clothing and equipment for school. This is not available for children whose eligibility for free school meals is 'transitionally protected' or who receive a free meal via the Universal Primary School Free School Meals programme.

Charging and remissions policy

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

Term dates

[Wrexham Academic Year Dates](#) can be found on our website. Training dates will be decided by the individual school within their consortium. For all enquiries regarding these dates please contact the appropriate school.

School leaving dates

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

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

Public examinations and tests

It is the responsibility of Governors in accordance with the advice of Headteachers and in consultation with parents, to arrange to enter pupils for external examinations. A list of examination courses offered and information concerning results is available from each Secondary School. The Governors will have a policy concerning charging for re-sitting examinations. Further details are available from Headteachers.

Complaints procedures

If a parent is dissatisfied with a service received from a school, the parent should in the first instance contact the Headteacher to discuss their concerns. Many concerns can be dealt with quickly and effectively by informal consideration, based on discussions with the Headteacher or other staff in the school.

If the complaint remains unresolved then the matter should be referred to the Chair of the Governing Body in writing.

A copy of the full complaints procedure is available directly from your child's school.

General information

Information on the following can be found at <https://www.wrexham.gov.uk> or by telephoning Education general enquiries on 01978 298991.

- Parental Access to Pupils' Records
- The Foundation Phase
- The National Curriculum
- School Governing Bodies
- Complaints about the School Curriculum and Related Matters
- Childcare Arrangements
- The Healthy Schools Scheme in Wrexham
- Child Protection
- Child Employment and Entertaining/Performance Licensing
- Home Tuition
- Children in Hospital
- Child Health Service

Denominational schools admissions policies 2025

The Governing Body is the admitting authority for foundation or voluntary aided schools. These schools have their own Admissions Policy and will use the school's own oversubscription criteria to rank applications if they receive more applications than they have places available.

These schools require you to complete a [Supplementary Information Form \(SIF\)](#) and/or a separate application directly to the school. Please ensure that you read their individual Admissions Policy carefully to ensure that you fully complete their application process, as your application will only be considered if all forms have been fully completed.

The individual Admission Policies for these schools can be found in the relevant section of this booklet, or on the website for each school.

Catholic Primary Schools

- St. Anne's Catholic Primary School, Wrexham
- St Mary's Catholic Primary School, Wrexham

Church in Wales Primary Schools

- All Saint's Church in Wales Voluntary Aided School, Gresford
- Bronington Church in Wales Voluntary Aided Primary School
- Madras Church in Wales Voluntary Aided Primary School, Penley
- Minera Church in Wales Voluntary Aided Primary School
- St. Chad's Church in Wales Voluntary Aided School, Hanmer
- St. Mary's Church in Wales Voluntary Aided School, Brymbo
- St. Mary's Church in Wales Voluntary Aided School, Overton
- St. Mary's Church in Wales Voluntary Aided School, Ruabon
- St. Paul's Church in Wales Voluntary Aided School, Isycoed

Secondary

- The Maelor School, Penley
- St. Joseph's Catholic and Anglican High School, Wrexham

St. Anne's Catholic Voluntary Aided Primary School

Admissions policy 2025

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

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

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

School admission arrangements timetable

All applications for St Anne's Catholic Primary School must be made on the appropriate Local Authority forms online and returned to the Local Authority by the published date at the latest. The application will then be considered by the Admissions panel of the Governing Body.

Late applications

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

Parents will receive written notification of all admission applications.

Pupils are admitted to the Nursery, which is part of our Early Years class in the academic year in which they are four. That is, any child who is three by the 31st August can be admitted in September. Nursery class is not a statutory provision; admission to Nursery does not guarantee

admission to Reception; if a child has a place in our Nursery the appropriate application form for admission into Reception must be submitted within the prescribed timescale of the annual admissions round.

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

Looked after and previously looked after children

Looked after and previously looked after children are a priority. If the school is oversubscribed, these children will be admitted before others, except those with a Statement of Special Educational Needs/ Individual Development Plan (IDP) that names the school.

The school will not discriminate between boys and girls, or against applicants on the basis of race, colour, nationality or national or ethnic origin and also in accordance with [Welsh Government guidance to support Gypsy, Roma and Traveller children and young people](#).

Oversubscription criteria

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

1. Looked after children and previously looked after children who are baptised Catholic.
2. Other looked after and previously looked after children.
3. Baptised Catholic children whose home address is within the parish boundaries named for the school. A map showing the parish boundaries of St Anne's is available at the school.
4. Baptised Catholic children whose home address is outside of the parish served by the school for whom this is their nearest Catholic school.
5. Children, who are baptised or dedicated members of other Christian Churches.
6. Children who will have an older sibling attending the school in September 2025; so not in Year 6. ([see definition of sibling in the later section of the policy](#))
7. Children of other faith traditions whose parents express a desire for a Church School education.
8. Pupils whose parents seek a faith-based education for them in a Catholic school.

All applications will be considered by the Admissions panel.

Please note, any child for whom the school is named in a Statement of Special Educational Needs/ Individual Development Plan (IDP) will be admitted before the application of the oversubscription criteria.

Governors will seek confirmation of these details from the local priest on a [supplementary form](#) which can be found attached to this policy, is available online at or directly from the school.

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

Definitions used under the policy

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

Parental responsibility (from current guidance):

Unless otherwise determined by a court order:

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

In case of dispute between parents, where more than one parent has parental responsibility and they do not agree to an application being made to a particular school, the Admissions panel will advise that both parental parties agree before applying to the school.

Definition of sibling

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

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

'Residing In' and 'Home Address'

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

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

Twins, Triplets, Multiple Births

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

Waiting list

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

How religious affiliation is tested

Definition of 'Catholic'

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

Admission appeals

Nursery education is not statutory provision and parents have no right of appeal under the [Education Act 1980](#) if they are unsuccessful in gaining a place. Admission to the nursery class does not guarantee admission to the school.

If we do not offer a child a place at this school, parents may exercise the right to appeal. If you exercise that right, the appeal must be forwarded to the Clerk of the Governors of the school.

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

Review

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

St. Mary's Catholic Voluntary Aided Primary School

Admissions Policy: Nursery 2025

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

- **School Admissions Code:**
Statutory Code 005/2013, paras 1.9 and 1.10; 2.59 and 2.60 only
- **School Admissions Appeals Code:**
Statutory Code 001/2023
- **The School Standards and Framework Act 1988:**
The right to parental preference (s86(1)) and the right of appeal.
- **The Education Act 2002:**
Repeal of the right to restrict admission based on a proportion of children from outside the faith group.
- **The Education Act 2005:**
Priority for Looked After Children.
- **The Education and Inspections Act 2006 (section 44):**
Prohibition on interviewing parents and children.
- **The Education (Determination of Admission Arrangements) (Wales) Regulations 2006**

Non-statutory guidance is issued also by the Diocese of Wrexham.

The law in Wales does not require a child to start school until the start of the term following the child's fifth birthday. Admission to the Nursery class in accordance with this policy does not entitle a child to a place in the Reception class in September 2026 for which separate arrangements will be in place.

Nursery provision is offered in Saint Mary's on the basis of a half day morning session (two and a half hours per day) five days a week. Children of the age of three are admitted to the Nursery class in the September of the School Year in which they attain their fourth birthday.

There are arrangements in the legislation to deal with in-year requests for admission to the Nursery class. The Governing Body's Admissions Panel will consider these on an ad hoc basis.

The School will admit 41 children in straight Nursery or Nursery/ Reception mixed year classes without any conditions and irrespective of faith. Applications for a place at the school must be made on the appropriate Local Authority forms online and returned to the Local Authority by the published date at the latest. In addition, the school's 'Supporting Information' forms must be returned to the school no later than the published date.

Oversubscription criteria for nursery

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

1. Baptised Catholic children who are looked after or previously looked after in public care
2. Looked after children or previously looked after children who are not of the Catholic faith
3. Children who have a brother or sister in school on the date of admission. This may be a full, half or step brother or sister and includes siblings who may be adopted or fostered. The Admission arrangements will ensure that multiple birth children are not separated
4. Baptised Catholic children within the parishes of Wrexham St Mary, Llay (with Rossett) and Ruabon (with Chirk and Llangollen); the parishes the school serves. A map of the Wrexham town area covered by St Mary's Parish is available on request from the School.
5. Baptised Catholic children whose pressing social and pastoral needs can be better met by the school

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

For children in category 5, the Admissions Panel will need to see supporting evidence from a doctor, a social worker or the Local Authority as to why the school is the most suitable for the child

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

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

7. Children of other faiths whose parents demonstrate a commitment to the ethos of the school. *A written testimonial from the relevant Minister of Religion/faith leader will be required.*
8. Children whom the Local Authority has asked the school to place

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

Where a place cannot be offered because of oversubscription the School will maintain a waiting list until the end of September.

Procedures for nursery, admission year 2025

1. The school will advertise its admission dates in each of the parishes it serves in September 2024.
2. Admission/preference forms and the 'Supporting Information' form from the parish priest/minister for 2025 can be accessed on the Local Authority website in January 2025. The application should be completed online and the supporting information forms should be returned to the school no later than the published date.
3. The School will organise familiarisation visits for parents who have stated a preference for St Mary's: for non-Catholic parents this will include a briefing on the Catholic nature of the school, its ethos and curriculum provision.
4. Parents will be notified by 6th May 2025 whether or not a place has been allocated.
5. If their application is unsuccessful, parents have no right of appeal against a refusal to offer a place.

Notes

1. The Governing Body will need to confirm the arrangements for admissions in 2025 by 15th April 2024.
2. The Governing Body has already consulted formally on its policy for Admissions in 2018 with the Governing Body of St Anne's Catholic Primary School Wrexham as Admission Authority for the school, and with Wrexham, Flintshire and Denbighshire Local Authorities, together with the Diocese of Wrexham.
3. That consultation raised issues of detail from the Local Authority which required the Governing Body to make minor amendments to the policy.
4. The Admissions Policy for 2025 is the same as that previously the subject of consultation and the Governing Body will therefore determine its Admission arrangements for 2025 before 15th April 2024 and without the need for further consultation.

5. Arrangements for September 2026 and thereafter will need to be considered and determined by the same process and timescale (subject to any statutory variation). The Governing Body has agreed that this shall be a standing item of Governor Business at an Autumn Term meeting of each school year. Depending on the outcome of this annual review, the Governing Body will determine formally whether Consultation in accordance with the Regulations is appropriate or not.

Admissions Policy: Reception 2025

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

- **School Admissions Code:**
Statutory Code 005/2013
- **School Admissions Appeals Code:**
Statutory Code 001/2023
- **The School Standards and Framework Act 1988:**
The right to parental preference (s86(1)) and the right of appeal
- **The Education Act 2002:**
Repeal of the right to restrict admission based on a proportion of children from outside the faith group
- **The Education Act 2005:**
Priority for Looked After Children
- **The Education and Inspections Act 2006 (section 44):**
prohibition on interviewing parents and children
- **The Education (Determination of Admission Arrangements) (Wales) Regulations 2006**

Non-statutory guidance is issued also by the Diocese of Wrexham.

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

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

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

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

If the school is named in a Statement of Special Educational Needs/Individual Development Plan (IDP), the Governing Body has a duty to admit the child.

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

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

Oversubscription criteria for reception

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

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

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

For children in category 5, the Admissions panel will need to see supporting evidence from a doctor, a social worker or the LEA as to why the school is the most suitable for the child.

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

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

7. Children of other faiths whose parents demonstrate a commitment to the ethos of the school. A written testimonial from the relevant Minister of Religion/faith leader will be required
8. Children whom the Local Authority has asked the school to place

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

Where a place cannot be offered because of oversubscription the School will maintain a waiting list until the end of September.

While the legislation provides for class sizes of no more than 30, guidance from Welsh Government for the 2018 admissions year and beyond allows for additional exceptions to this requirement in respect of

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

Procedures for reception, admission year 2025

1. The school will advertise its admission dates in each of the parishes it serves in September 2024
2. Admission/preference forms for 2025 will be sent out by the school in September 2024. They should be returned to the school no later than the published date.

3. The School will organise familiarisation visits for parents who have stated a preference for St Mary's: for non-Catholic parents this will include a briefing on the Catholic nature of the school, its ethos and curriculum provision.
4. Parents will be notified by 16th April 2025 whether or not a place has been allocated.
5. If their application is unsuccessful, parents have a right of appeal to an Independent Appeals Panel. If it has not been possible to allocate a place to a child, parents will be informed of this right in the decision letter.
6. Parents wishing to appeal will be asked to contact the Chair of Governors at the school in the first instance and he will advise them on how to contact the Independent Appeals Panel.
7. Any appeal must be lodged in writing no more than 20 working days after the receipt of the allocation letter. Appeals will be heard within 30 school days of the specified closing date for the receipt of appeals.

Where a place cannot be offered because of oversubscription the School will maintain a waiting list until the end of September.

Notes

1. The Governing Body will need to confirm the arrangements for admissions in **2025** by 15th April 2024.
2. The Governing Body has already consulted formally on its policy for Admissions in 2019 with the Governing Body of St Anne's Catholic Primary School Wrexham as Admission Authority for the school, and with Wrexham, Flintshire and Denbighshire Local Authorities, together with the Diocese of Wrexham.
3. That consultation raised issues of detail from the Local Authority which required the Governing Body to make minor amendments to the policy.
4. The Admissions Policy for 2025 is the same as that previously the subject of consultation and the Governing Body will therefore determine its Admission arrangements for 2025 before 15th April 2024 and without the need for further consultation.
5. The Governing Body as Admissions Authority must send a copy of its determined admission arrangements to the Local Authority by 1st June 2024 to allow them to complete a composite prospectus.

6. Arrangements for September **2025** and thereafter will need to be considered and determined by the same process and timescale (subject to any statutory variation). The Governing Body has agreed that this shall be a standing item of Governor Business in an Autumn Term meeting of each school year. As part of this annual review, the Governing Body will determine formally whether Consultation in accordance with the Regulations is appropriate or not.

Church in Wales Voluntary Aided Primary Schools: Common Admissions Policy 2025

In Church in Wales voluntary aided schools the governing body is the admission authority. All Church in Wales voluntary aided schools within Wrexham County Borough have agreed to use the following common policy, with additional information regarding individual schools (e.g. oversubscription criteria, admission number) which can be found below.

Common admissions policy 2025

(School name) accepts pupils between the ages of 3 and 11 years of age.

As a Church in Wales Voluntary Aided School, the admissions committee established by the governing body of the School is responsible for the admission of pupils. Applications can be made on the [school admissions website](#). Paper application forms can be obtained from Contact Wrexham, Wrexham Library, Rhosddu Road, Wrexham, LL11 1AU for those parents who do not have an email address.

School admission arrangements timetable

The Local Authority ([admission timetable](#)) is followed for the processing of applications. See published timetable on the [school admissions website](#).

Additional learning needs/additional learning provision

From September 2021, our school will implement the requirements of the Additional Learning Needs and Education Tribunal Act (Wales) 2018. The changes of this legislation include a change in terminology from Special Educational Needs (SEN) to Additional Learning Needs. The needs of the vast majority of pupils with additional learning needs will be able to be met by mainstream schools through the implementation of appropriate strategies, carefully differentiated and targeted interventions and programmes delivered by school staff. External agencies may support schools to implement the targeted interventions for some learners.

For a very small percentage of learners, their additional learning needs may meet the requirements of the additional learning needs Act's exceptional circumstances and may therefore require access to specialist provision. Admission to access specialist provision is determined through the Local Authority Inclusion Panel.

For learners who are undergoing an assessment of their additional learning needs by the Local Authority, it is important that parents still apply for a mainstream placement at our school through our normal admission procedure.

Parents who wish to obtain further advice and information concerning additional learning needs, should contact the Inclusion Service, through ALN@wrexham.gov.uk (Tel: 01978 295498/5499).

Parents with children who have additional learning needs can access independent advice, guidance and support through contacting the Parent Partnership Service provided by SNAP Cymru through 0808 801 0608 (Monday to Friday 9.30 am to 4.30 pm)

helpline@snapcymru.org / www.snapcymru.org/contact

Admission to reception

Pupils are admitted to Reception in the academic year in which they are five, i.e. any child who attains the age of four by 31st August can be admitted in September. Once a reception place has been offered and accepted, parents may defer their child's entry until the start of the term following the child's 5th birthday. Parents are not able to defer entry beyond this point, or beyond the academic year for which the original application was accepted.

[The School Standards and Framework Act 1998](#) requires LAs and Governing Bodies to admit pupils up to the school's admission number (AN). The Admission Number relates to the number of children that can be admitted to each year group during the school year and is calculated using the capacity assessment method in the Welsh Government's guidance document '[Measuring the Capacity of Schools in Wales](#)'. The Admission Number (AN) for our school can be found in the 'List of Schools' below.

Looked after and previously looked after children are a priority. In the case of oversubscription, these children will be admitted before all others, except those with a statement of Special Educational Needs/Individual Development Plan (IDP) naming our school.

Children from the gypsy traveller community or travelling groups will be treated in accordance with the [School's Admissions Code of Practice 2013](#) and with reference to [Welsh Government guidance](#).

Our school will not discriminate based on gender, or against applicants on the basis of race, colour, nationality or national or ethnic origin.

All applicants will be admitted to the school unless the number of applications exceeds the admission number (AN).

All preferences received will be considered on the basis of equal preferences. Expressing a preference for our school does not guarantee a place if our school is oversubscribed.

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

Please note, any child for whom the school is named in a statement of Special Educational Needs/ Individual Development Plan (IDP) will be admitted before the application of the oversubscription criteria.

Oversubscription criteria

Oversubscription criteria for each individual aided school can be found later in this document.

If parents wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a Supplementary Information Form (SIF) which needs to be returned to the school's Governing Body no later than five weeks after the closing date for Nursery or Reception applications (as applicable). **The SIF seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader.** A [Supplementary Information Form \(SIF\)](#) for this purpose can be found on the Wrexham Council website, or directly from our school.

Tie breaker

Within each category of the oversubscription criteria, if there are more applications than places a 'tie breaker' will be applied and the places will be allocated in distance order giving priority to those living nearest to the school. The distances are calculated by the Local Authority who consistently use distances that are measured on a GIS mapping system.

Distances are measured by the shortest walking route from home to school. The route to school will be measured from the home to the nearest school gate, and may include public footpaths, bridleways and other pathways, as well as adopted roads.

Proximity

Proximity will be measured by the Local Authority from the home to the nearest school gate, using the shortest available walking route measured on a GIS mapping system. In the case of equal distances, such as a flat in a block of dwellings, the ground floor flats would be regarded as nearer than flats on higher floors.

Allocation of nursery places

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

Nursery education is not compulsory and parents have no right of appeal regarding nursery admissions under the [School Standards and Framework Act 1998](#).

Nursery schooling will be provided on the basis of 5 x 2.5 hour sessions per week for each child. Places are available in Nursery classes, up to our Admission Number.

Parents may express a preference for any nursery irrespective of where the child's home is in relation to the school. However, expressing a preference does not guarantee a place at that nursery. In the event of oversubscription, applications for nursery places will be dealt with by applying the oversubscription criteria detailed above.

Admission to the Nursery class does not guarantee admission to Reception. **If a child has a place in our Nursery, parents must complete the appropriate form for admission into Reception. This must be submitted in accordance with the [School Admissions Arrangements Timetable](#) (as detailed earlier).**

Transport provision

Please refer to the [Wrexham Local Authority website for eligibility to transport provision](#).

Late applications

Late applications (i.e. applications received after the published closing date and before the end of the allocation period) will be considered after those submitted on time unless there are exceptional reasons why the application is late.

Exceptional reasons, (for example, when a single parent has been ill for some time, or a family has just moved into the area) must be explained in your application in order for the admissions committee to take them into consideration. Supporting evidence **MUST** be provided if requested by the admissions committee.

All late applications will be ranked in accordance with the oversubscription criteria and any places which become available will be offered to the highest-ranking applicants up to the end of the allocation period. Thereafter, late applications will be placed on the waiting list.

Waiting list

A waiting list will be maintained in the event of the school being over-subscribed and will consist of:

- those children whose parents have specifically requested in writing (including email) to be placed on the school's waiting list
- those for whom an appeal form has been received
- any late applications

Following the allocation of places during the normal admissions round, children will remain on the waiting list until the 30th September in the school year in which they apply. Children will be ranked on our waiting list according to our oversubscription criteria. Hence, if additional places become available while the waiting list is in operation they will be allocated to children according to their position on the waiting list NOT on date of application.

For example, if a child moves to an area outside the normal admissions round and has higher priority under the oversubscription criteria, they **must** be ranked above those with lower priority already on the list. Waiting lists will be maintained until 30 September in the school year concerned.

Admission appeals

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

Appeals must be made in writing, giving the full reason(s) for wishing to appeal including any supporting evidence.

The appeal will be heard by an independent Admission Appeal Panel, convened by Wrexham Local Authority according to the Welsh Government's code of practice on [School Admission Appeals](#). The Appeals Panel hears all appeals by parents who have been refused a place at our school and their decision is binding for all parties concerned.

The right to appeal does not apply for Nursery admissions.

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

Applications received outside the normal admission round

Anyone expressing an interest in admission outside the normal admission round will be given an application form at the first point of contact. Once received, such applications will be considered without delay and a formal decision either to offer or to refuse a place will, as far as is possible, be made and notified to the applicant within 15 school days or 28 calendar days whichever is the sooner.

Definitions

Parental responsibility

'Parental responsibility' is defined in the [Children Act 1989](#) and means assuming all the rights, duties, powers, responsibilities and authority which by law a parent of a child has in relation to the child and his property.

Unless otherwise determined by a court order:

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

Living with the mother, even for a long time, does not give a father parental responsibility and if the parents are not married, parental responsibility does not always pass to the natural father if the mother dies.

Schools need to know who has 'parental responsibility' for each child. This is to ensure that proper authority is given when the school needs parental permission. It will also make sure that persons with parental responsibility but with whom the child does not live, can be provided with school reports and be given an opportunity to take part in the child's education.

Definition of a parent

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

Care of a child

A person has 'care' of a child if that person lives with and looks after the child, irrespective of their relationship to the child. Such a person is considered to be a 'parent' for the purposes of the [Education Act 1996](#), even though that person may not necessarily have parental responsibility for the child.

Parents are asked to co-operate with school staff by providing the school with details of the persons with parental responsibility for a pupil, or who have care of the pupil. Any changes in the arrangements for parental responsibility or in the day-to-day care of the child should be notified to the school. Any reference to parents within this policy relating to education matters also extends to include any individual who has care of the child(ren).

Looked after children

A 'Looked After Child' is deemed to be one who is 'Looked After' by a Local Authority in accordance with [Section 22 of the Children Act](#). These children are given top priority in the over-subscription criteria for all schools, including applications outside of the normal admissions period. Applications for LAC children should be made by the relevant corporate parent.

Previously looked after children

Looked after children who ceased to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after.

Definition of sibling

A sibling is defined as a child who has a brother, sister, stepbrother or stepsister, half-brother or

half- sister or is a foster child or adopted child living in the same family unit in the same family household and address and where a sibling will still be registered at this school when the younger child is eligible to attend. Biological siblings who will still be registered at this school when the younger child is eligible to attend will also be treated as siblings irrespective of place of residence.

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

'Residing in' and 'home address'

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

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

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

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

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

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

- Driving licence
- Child benefit letter
- A utility bill in your name covering the application and/or allocation period
- A copy of your signed tenancy agreement covering the application and/or allocation period or evidence from any lease or agreement which confirms your right to reside at an address
- such other evidence as appears to us to be reasonable

Our Governing Body, in conjunction with the Local Authority will check the address provided on your application against the records held for your child's current school/nursery, and we may

request information and evidence from you if they differ. The Local Authority may also check council tax records. If you have not provided your council tax reference number on your application they may write to ask you to provide additional proof of your address.

For allocation purposes, any offer of a school place is based on where your child lives at the end of the **allocation period** ([See Local Authority Admission Timetable](#)) and is conditional on your child living at that address, unless you have notified us of, and we have accepted, a subsequent move.

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

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

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

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

A school place(s) may be withdrawn if parents provide the incorrect address on their initial application form, or at any point thereafter during the allocation period. We will not accept a temporary address if you still have a property that was previously used as a home address, unless there are exceptional circumstances that clearly demonstrate that it can no longer be your permanent address.

Nor will we accept a temporary address we reasonably believe is being used solely or mainly to obtain a school place. You may be asked to supply additional information to explain why you are not able to use your permanent address.

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

'Suitable' Church in Wales School

This refers to the language medium (English, Welsh and Bilingual) depending on parental preference.

Twins, Triplets, Multiple Births

Twins, triplets, quadruplets etc residing at the same address and applying for places in the same year group at the same school.

In instances where there is one remaining place at a school, and according to oversubscription criteria one sibling from multiple births is allocated the last remaining place, the remaining siblings MAY be admitted as exceptions. The Welsh Government's School admissions code states that infant classes must not contain more than 30 pupils with a single school teacher. In limited circumstances, children may be admitted as 'exceptions' to infant class size limit; multiple births may be considered as an exception and if so they could be admitted in excess of the published admission number.

How religious affiliation is tested

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

If parents wish to have their child's application considered under criteria *d to g*, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to (relevant name of Governing Body) no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable). **The SIF seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader.**

A [Supplementary Information Form \(SIF\)](#) for this purpose can be found on the Wrexham Council School Admissions Website, or directly from our school.

The SIF is to be returned to the school no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable). The SIF form alone does not constitute an application; parents must also complete an Application Form as detailed at the start of this policy.

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

Review

This policy will be reviewed every year in order to include any change of legislation or change in local circumstances. This policy is in line with the current Welsh Government School admissions code and Welsh Government School admission appeals code.

All Saints' Church in Wales Voluntary Aided Primary School, Gresford

Ysgol yr Holl Saint / All Saints' School is a Voluntary Aided Church in Wales Primary School situated in the village of Gresford in Wrexham. We are proud to be an inclusive school that aims to develop our pupils in line with our school vision, 'with respect, friendship and care, we learn here and succeed anywhere.'

Ysgol yr Holl Saint – All Saints' School accepts pupils between the ages of 3 and 11 years of age.

The Admission Number (AN) for our school is 45.

Oversubscription criteria

- a. Looked after children and previously looked after children
- b. Pupils with an elder sibling who is of statutory school age and will still be registered at our school when the younger child is eligible to attend. ([see 'Definitions' section of the policy](#))
- c. Pupils who live in the Mission Area of Alyn and for whom this is the nearest suitable Church in Wales school to their home address and who live within 2 miles of this school. Distance will be measured as detailed in 'Tie Breaker' section. ([see 'Definitions' section of the policy](#))
- d. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend All Saints' Church, Gresford in the Alyn Mission Area.
- e. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend another Anglican Church and for whom this is the nearest Voluntary Aided Church School.
- f. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of a non-Anglican Christian denomination and for them this is the nearest Voluntary Aided Church School.
- g. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of another faith and also express a desire for a Church School education, and for them this is the nearest Voluntary Aided Church School.
- h. Pupils whose parents wish them to attend a Church in Wales School.

If parents, or those with parental responsibility, wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to Governing Body of Ysgol yr Holl Saint - All Saints' School no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable).

The Supplementary Information Form (SIF) seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader. A Supplementary Information Form (SIF) for this purpose can be found at the end of our [admissions policy](#) which is available online or directly from our school.

'Suitable' Church in Wales school

This refers to the language medium (English, Welsh and Bilingual) depending on parental preference.

Bronington Church in Wales Voluntary Aided Primary School

Bronington VA Primary School is a small rural primary school on the outskirts of Wrexham, but on the border between England and Wales. This gives us a distinct advantage, especially when it comes to transition to High school where parents have a wider choice of schools. At Bronington we aim to teach the individual pupil rather than a particular year group. Having mixed aged-classes allows us to meet childrens' needs whatever their year group or ability.

Oversubscription criteria

- a. Looked after children and previously looked after children
- b. Pupils with an elder sibling who is of statutory school age and will still be registered at our school when the younger child is eligible to attend ([see 'Definitions' section of the policy](#)).
- c. Pupils who live in the Mission Area - Maelor Mission Area and for whom this is the nearest suitable Church in Wales school to their home address and who live within a 2.5 mile radius of this school ([see 'Definitions' section of the policy](#)).
- d. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend Holy Trinity, Bronington, in the Maelor Mission Area.
- e. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend another Anglican Church and for whom this is the nearest Voluntary Aided Church School.
- f. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of a non-Anglican Christian denomination and for them this is the nearest Voluntary Aided Church School.
- g. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of another faith and also express a desire for a Church School education, and for them this is the nearest Voluntary Aided Church School.
- h. Pupils whose parents wish them to attend a Church in Wales School.

If parents, or those with parental responsibility, wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to Bronington V. A. Primary Governing Body no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable).

The Supplementary Information Form (SIF) seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the

local priest, minister or faith leader. A Supplementary Information Form (SIF) for this purpose can be found at the end of our [admissions policy](#) which is available online or directly from our school.

Madras Church in Wales Voluntary Aided Primary School

Within this context of Christian belief, we aim to provide our pupils with the highest quality education in a happy and supportive atmosphere. We wish our children to enjoy interesting and stimulating lessons whilst understanding the need for good behaviour and respect for themselves and others. We also enrich the curriculum through a wide range of after school activities and educational visits. Penley Madras V.A. Primary School accepts pupils between the ages of 3 and 11 years of age.

The Admission Number (AN) for our school is 17.

Oversubscription Criteria

- a. Looked after children and previously looked after children
- b. Pupils with an elder sibling who is of statutory school age and will still be registered at our school when the younger child is eligible to attend. ([see 'Definitions' section of the policy](#))
- c. Pupils who live in the Mission Area of Maelor and for whom this is the nearest suitable Church in Wales school to their home address and who live within a 3 mile radius of this school. Distance will be measured as detailed in 'Tie Breaker' section. ([see 'Definitions' section of the policy](#)).
- d. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend St Mary Magdalene, Penley in the Mission Area of Maelor.
- e. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend another Anglican Church and for whom this is the nearest Voluntary Aided Church School.
- f. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of a non-Anglican Christian denomination and for them this is the nearest Voluntary Aided Church School.
- g. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of another faith and also express a desire for a Church School education, and for them this is the nearest Voluntary Aided Church School.
- h. Pupils whose parents wish them to attend a Church in Wales School.

If parents, or those with parental responsibility, wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to Penley Madras V.A. Governing Body no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable).

The Supplementary Information Form (SIF) seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader. A Supplementary Information Form (SIF) for this purpose can be found at the end of our [admissions policy](#) which is available online, or directly from our school.

The Supplementary Information Form (SIF) is to be returned to the school no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable). The Supplementary Information Form (SIF) alone does not constitute an application; parents must also complete an Application Form as detailed at the start of this policy.

Minera Church in Wales Voluntary Aided Primary School

Recognising its historical foundation, the school will preserve and develop its religious character in accordance with the principles of the Church in Wales, the Church of England and in partnership with the churches at parish and diocesan levels. The school aims to serve the community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils. This experience is planned to encourage pupils to develop positive attitudes towards learning so that each can reach his or her full potential. Opportunities are provided to develop self-discipline, respect for others and for property, an appreciation of the environment and the individual's responsibilities towards it. In partnership with parents, the school instils respect for religious and moral values and tolerance of other races, religions and cultures. Pupils are encouraged to develop in confidence, to celebrate achievement and to take pride in their membership of the school community.

Minera Voluntary Aided Primary School accepts pupils between the ages of 3 and 11 years of age. The Admission Number (AN) for our school is 17.

Oversubscription Criteria

- a. Looked after children and previously looked after children
- b. Pupils with an elder sibling who is of statutory school age and will still be registered at our school when the younger child is eligible to attend. ([see 'Definitions' section of the policy](#))
- c. Pupils who live in the Alyn Mission Area and for whom this is the nearest suitable Church in Wales school to their home address and who live within two miles of this school. Distance will be measured as detailed in 'Tie Breaker' section. ([see 'Definitions' section of the policy](#)).
- d. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend St Mary's Church in Minera.
- e. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend another Anglican Church and for whom this is the nearest Voluntary Aided Church School.
- f. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of a non-Anglican Christian denomination and for them this is the nearest Voluntary Aided Church School.
- g. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of another faith and also express a desire for a Church School education, and for them this is the nearest Voluntary Aided Church School.

h. Pupils whose parents wish them to attend a Church in Wales School.

If parents wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to Minera Voluntary Aided School Governing Body no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable).

The Supplementary Information Form (SIF) seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader. A Supplementary Information Form (SIF) for this purpose can be found at the end of our [admissions policy](#) which is available online, or directly from our school.

St Chad's Church in Wales Voluntary Aided Primary School

In 1676 Hanmer School was built on this site and children have been educated continuously here since that time. Now named as St Chad's VA Church in Wales School, we uphold that a happy, safe and secure Christian environment where every child is valued is a place where meaningful learning takes place. Pupil self-confidence is nurtured, leading to good communication skills and a willingness to learn. Respect for others is encouraged and expected, which is demonstrated through good manners and an enthusiastic and questioning interest in the world around us.

We aim for academic excellence for all our children through a broad and balanced curriculum, strong links with our parents/carers, the Church and the wider community.

St Chad's School accepts pupils between the ages of 3 and 11 years of age. The Admission Number (AN) for our school is 13.

Oversubscription Criteria

- a. Looked after children and previously looked after children
- b. Pupils with an elder sibling who is of statutory school age and will still be registered at our school when the younger child is eligible to attend. ([see 'Definitions' section of the policy](#)).
- c. Pupils who live in the Mission Area of Maelor and for whom this is the nearest suitable Church in Wales school to their home address and who live within 3 miles of this school Distance will be measured as detailed in the 'Tie Breaker' section ([see 'Definitions' section of the policy](#)).
- d. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend St Chad's Church in the mission area of Maelor.
- e. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend another Anglican Church and for whom this is the nearest Voluntary Aided Church School.
- f. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of a non-Anglican Christian denomination and for them this is the nearest Voluntary Aided Church School.
- g. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of another faith and also express a desire for a Church School education, and for them this is the nearest Voluntary Aided Church School.
- h. Pupils whose parents wish them to attend a Church in Wales School.

If parents, or those with parental responsibility wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to St Chad's Governing Body no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable).

The Supplementary Information Form (SIF) seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader. A Supplementary Information Form (SIF) for this purpose can be found at the end of our [admissions policy](#) which is available online, or directly from our school.

St Mary's Church in Wales Voluntary Aided Primary School, Brymbo

Our school aims to create an environment and conditions which support the children in their learning and help them to achieve their very best, ensuring that the school's religious character is reflected right across the whole of the school's life.

We aim to promote good working practices through discussion, exploration of ideas and a keenness to ensure all make the very best progress at our school. Our website is a further tool to help us to do this. We hope you will find here valuable information about our school and a celebration of the achievements and progress our children make.

The partnership that we foster between you, the Church, the Governors and the community as a whole, underpins our vision for learning. We feel that everybody has their part to play in the education of your child and that children can only flourish when they are nurtured by all around.

This is reflected in our mission statement: *Believing and Growing, Learning and Achieving, With God by our side.*

St. Mary's Brymbo accepts pupils between the ages of 3 and 11 years of age. The Admission Number (AN) for our school is 22.

Oversubscription criteria

- a. Looked after children and previously looked after children
- b. Pupils with an elder sibling who is of statutory school age and will still be registered at our school when the younger child is eligible to attend. ([see 'Definitions' section of the policy](#))
- c. Pupils who live in the Mission Area of Alyn and for whom this is the nearest suitable Church in Wales school to their home address and who live within a 2 mile radius of this school. ([see 'Definitions' section of the policy](#))
- d. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend St. Mary's Brymbo, in the Alyn Mission Area.
- e. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend another Anglican Church and for whom this is the nearest Voluntary Aided Church School.
- f. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of a non-Anglican Christian denomination and for them this is the nearest Voluntary Aided Church School.

- g. Pupils whose parents (see 'Definitions' section of the policy) are active members of another faith and also express a desire for a Church School education, and for them this is the nearest Voluntary Aided Church School.
- h. Pupils whose parents wish them to attend a Church in Wales School.

If parents or those with parental responsibility, wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to St. Mary's Church in Wales Governing Body no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable).

The Supplementary Information Form (SIF) seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader. A Supplementary Information Form (SIF) for this purpose can be found at the end of our [admissions policy](#) which is available online, or directly from our school.

St Mary's Church In Wales Voluntary Aided Primary School, Overton

At St Mary's CIW School we provide a broad, balanced and enriched education where Christian values underpin all that we do. We value all our pupils equally and we aim to assist our children in developing their true potential and believing in their own worth.

Pupils are encouraged to take responsibility for their own actions and to assist in providing a harmonious atmosphere within the school. Every opportunity is taken to ensure children, staff, parents and governors understand and agree with the principles by which we live. Working in partnership, staff and governors aim to provide the best possible learning opportunities for your child and working together with you we can achieve this.

St Mary's Church in Wales Voluntary Aided School accepts pupils between the ages of 3 and 11 years of age. The Admission Number (AN) for our school is 30.

Oversubscription Criteria

- a. Looked after children and previously looked after children
- b. Pupils with an elder sibling who is of statutory school age and will still be registered at our school when the younger child is eligible to attend. ([see 'Definitions' section of the policy](#))
- c. Pupils who live in the Mission Area of Maelor and for whom this is the nearest suitable Church in Wales school to their home address and who live within 3 miles of this school. Distance will be measured as detailed in 'Tie Breaker' section. ([see 'Definitions' section of the policy](#))
- d. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend St Mary the Virgin Church in the mission area of Maelor.
- e. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend another Anglican Church and for whom this is the nearest Voluntary Aided Church School.
- f. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of a non-Anglican Christian denomination and for them this is the nearest Voluntary Aided Church School.
- g. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of another faith and also express a desire for a Church School education, and for them this is the nearest Voluntary Aided Church School.
- h. Pupils whose parents wish them to attend a Church in Wales School.

If parents, or those with parental responsibility wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to St Mary's CIW School Governing Body no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable).

The Supplementary Information Form (SIF) seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader. A Supplementary Information Form (SIF) for this purpose can be found at the end of our [admissions policy](#) which is available online, or directly from our school.

St Mary's Church in Wales Voluntary Aided Primary School, Ruabon

Recognising its historical foundation, the school will preserve and develop its religious character in accordance with the principles of the Church in Wales, the Church of England and in partnership with the churches at parish and diocesan levels.

The school aims to serve the community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.

This experience is planned to encourage pupils to develop positive attitudes towards learning so that each can reach his or her full potential. Opportunities are provided to develop self-discipline, respect for others and for property, an appreciation of the environment and the individual's responsibilities towards it.

In partnership with parents, the school instils respect for religious and moral values and tolerance of other races, religions and cultures.

Pupils are encouraged to develop in confidence, to celebrate achievement and to take pride in their membership of the school community.

St Mary's Church in Wales Voluntary Aided Primary School accepts pupils between the ages of 3 and 11 years. The Admission Number (AN) for our school is 24.

Oversubscription criteria

- a. Looked after children and previously looked after children
- b. Pupils with an elder sibling who is of statutory school age and will still be registered at our school when the younger child is eligible to attend. ([see 'Definitions' section of the policy](#))
- c. Pupils who live within the Mission Area of Offa and for whom this is the nearest suitable Church In Wales school to their home address and who live within 1.5 miles of the school. Distance will be measured as detailed in 'tie-breaker' section. ([see 'Definitions' section of the policy](#)).
- d. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend St Mary's Church, Ruabon in the Mission Area of Offa.
- e. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend another Anglican Church and for whom this is the nearest Voluntary Aided Church School.

- f. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of a non-Anglican Christian denomination and for them this is the nearest Voluntary Aided Church School.
- g. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of another faith and also express a desire for a Church School education, and for them this is the nearest Voluntary Aided Church School.
- h. Pupils whose parents wish them to attend a Church in Wales School.

If parents, or those with parental responsibility wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to the governing body of St Mary's CIW, no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable).

The Supplementary Information Form (SIF) seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader. A Supplementary Information Form (SIF) for this purpose can be found at the end of our [admissions policy](#) which is available online, or directly from our school.

Definition of sibling

A sibling is defined as a child who has a brother, sister, stepbrother or stepsister, half-brother or half-sister or is a foster child or adopted child living in the same family unit in the same family household and address and where a sibling will still be registered at the preferred school when the younger child is eligible to attend. Biological siblings who will still be registered at the preferred school on 1st September 2025 will also be treated as siblings irrespective of place of residence.

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

Suitable Church in Wales school

This refers to the status of the school (Voluntary Controlled or Voluntary Aided) and the language medium (English, Welsh and Bilingual) depending on parental preference.

St Paul's Church in Wales Voluntary Aided Primary School

Recognising its historical foundation, the school will preserve and develop its religious character in accordance with the principles of the Church in Wales, the Church of England and in partnership with the churches at parish and diocesan levels.

The school aims to serve the community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.

This experience is planned to encourage pupils to develop positive attitudes towards learning so that each can reach his or her full potential. Opportunities are provided to develop self-discipline, respect for others and for property, an appreciation of the environment and the individual's responsibilities towards it.

In partnership with parents, the school instils respect for religious and moral values and tolerance of other races, religions and cultures.

Pupils are encouraged to develop in confidence, to celebrate achievement and to take pride in their membership of the school community.

St Paul's Voluntary Aided Primary School accepts pupils between the ages of 3 and 11 years. The Admission Number (AN) for our school is 7.

Oversubscription criteria

- a. Looked after children and previously looked after children
- b. Pupils with an elder sibling who is of statutory school age and will still be registered at our school when the younger child is eligible to attend. ([see 'Definitions' section of the policy](#))
- c. Pupils who live in the Mission Area of Alyn and for whom this is the nearest suitable Church in Wales school to their home address and who live within a 3 mile radius of this school. Distance will be measured as detailed in 'Tie Breaker' section ([see 'Definitions' section of the policy](#)).
- d. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend St Paul's Church, Isycoed in the Mission Area of Alyn.
- e. Pupils whose parents ([see 'Definitions' section of the policy](#)) attend another Anglican Church and for whom this is the nearest Voluntary Aided Church School.

- f. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of a non-Anglican Christian denomination and for them this is the nearest Voluntary Aided Church School.
- g. Pupils whose parents ([see 'Definitions' section of the policy](#)) are active members of another faith and also express a desire for a Church School education, and for them this is the nearest Voluntary Aided Church School.
- h. Pupils whose parents wish them to attend a Church in Wales School.

If parents, or those with parental responsibility wish to have their child's application considered under criteria d to g, then they need to have their vicar / faith leader complete and sign a **Supplementary Information Form (SIF)** which needs to be returned to the Maelor Church Schools Federation Governing Body no later than **five weeks** after the closing date for Nursery or Reception applications (as applicable).

The Supplementary Information Form (SIF) seeks information about the frequency of attendance at services / Sunday School etc. Confirmation of these details is required from the local priest, minister or faith leader. A Supplementary Information Form (SIF) for this purpose can be found at the end of our [admissions policy](#) which is available online, or directly from our school.

Foundation Secondary School - The Maelor School, Penley

The school complies with the Education Act 2009 which gives priority to the admission of Looked After Children. In the event of admissions applications exceeding our admission number of 130, the governors have agreed that the following criteria should be applied in the order of priority shown:

Oversubscription criteria

1. 'Looked After Children' and 'previously looked after children'
2. Attendance at the feeder primary schools in the Maelor: Ysgol Sant Dunawd, Bangor on Dee; Bronington Aided Primary, Bronington; Eyton Voluntary Controlled Primary, Eyton, St Chad's Voluntary Aided Primary School, Hanmer; St Paul's Voluntary Aided Primary, Isycoed; Madras Church in Wales Aided Primary, Penley; Ysgol Deiniol C. P. ,Marchwiel; St. Mary's Aided, Overton on Dee and Borderbrook V.C. Primary, Talwrn Green.
3. Siblings of pupils already attending the 11-16 part of the school. [Brothers and sisters whether full, half, step or foster will be considered relevant where living together in the same family household and address and where the older child will still be registered at the school when the younger child would be eligible to attend. Children residing in the same household as part of an 'extended family' such as cousins, will not be treated as siblings. Siblings will be in years 8-11 when the younger child is due to start.]
4. Proximity: Priority is given on the shortest distance [Distances are measured by the shortest available walking route from home to school, which may include public footpaths. The shortest available route is one along which it is considered safe for a child without a disability or learning difficulty to walk the route alone, or with an escort if the age of the child would call for such in accordance with [Welsh Government – 'Learner Travel Statutory Provision and Operational Guidance'](#)]
5. In the event of being oversubscribed in criteria 2 and 3 the distance as set out in criteria 4 will be used as a tie break.

Declined a place

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

Multiple births admission criteria

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

Waiting list

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

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

Late applications

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

Applications outside the normal admission round

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

How to apply for a place

You will need to complete an application with Wrexham County Borough Council, either online via the website ([School admissions](#)) or by requesting a paper application from the admissions team - admissions@wrexham.gov.uk.

The application form should be returned to the LA by the published annual date (If your child attends a Wrexham primary school this information will be given to them at the beginning of the Autumn term).

You will also need to complete The Maelor School admission form and return to The Maelor School by 4th November 2024.

The Maelor School allocation period is 5th November 2024 until 6th January 2025.

Please ensure you return both application forms. If successful you will be informed of your place at The Maelor School by the 3rd March 2025.

St Joseph's Catholic and Anglican High School

St Joseph's is a Catholic and Anglican High School, and as such is truly unique as a shared church school in Wales. The Bishops' of the Dioceses of Wrexham and St. Asaph ensure that the school exists to serve the Catholic and Church in Wales communities of Wrexham. As a school, we welcome young people from all backgrounds, who would prefer a faith-based education for their child. We ask that all parents applying for a place here to recognise and respect the distinctive ethos and education the school provides and its importance to the school community. This does not affect the right of the parents who are neither Catholic nor Anglican to apply for a place here and we seek to promote inclusivity to all. However, our over-subscription criteria makes clear in fulfilling our Christian mission, that those members of the Catholic and Church in Wales communities will be given precedence in allocation of places and this criteria will be applied should there be more applications for places than the published admission number.

Applying for a place at St Joseph's Catholic and Anglican High School Primary to Secondary School Admissions

When applying for a place at St Joseph's School parents must ensure they complete all of the following steps:

Part 1: Completion of School Application Process - to be returned to the school.

- **School Application Form:** To be completed by Parent or Guardian
- Supporting Information form: To be completed by your Priest / Minister / Religious Leader at your place of worship. If you have no religious affiliation please return the form and indicate this.
- Evidence of Sacraments Received: Include photocopies of any signed certificates or documentation. The contact details of the parish / establishment involved must also be included.

Part 2: Completion of Local Authority Application Process

- The Local Authority operates an on-line application process and details of this can be found on the **School Admissions** website. Alternatively, parents may apply to the Contact Wrexham directly for Local Authority paper application forms.

The Admission Panel will only consider applications where both of the above processes have been completed. You must complete both Part 1 (3 steps of information to be provided directly to school) and Part 2 (Local Authority application form).

The closing date for applications is 4th November 2024. The Governing Body of St Joseph's Catholic and Anglican High School is the admitting authority.

Mid Phase Transfers

Where parents wish to transfer their child from a secondary school to St Joseph's they are advised to contact the school directly. Application Packs are available from the school or via the school [website](#).

Admission Policy

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

The school's admission number is 137 for each Year group.

The Governing Body proposes to admit 137 pupils. St Joseph's is a fully inclusive school with Resource Provision available. There is no selection on grounds of ability or aptitude. All applications, including those seeking Resource Provision, will be considered using the same criteria detailed below.

The Governors will consider applications, and allocate 137 places, in accordance with the evidence of commitment by parents and children to the comprehensive denominational education offered at St. Joseph's. Places will be allocated according to the basic ratio established at the foundation of the school: up to 60% of pupils admitted will be from the Catholic tradition and up to 40% of pupils admitted will be from the Anglican tradition. The Governors recognise that members of other Christian denominations and other faith communities have been, and continue to be, part of the life of St. Joseph's and they are committed to maintaining this within the constraints of the actual numbers applying to the school in any given year.

If the Governing Body receives 137 applications or less from pupils they will all be offered places at the school.

First priority is given to applications received by the published closing date which is 4th November 2024. Late applications will be considered using the same published criteria, however, if the

school is over-subscribed any late applications will be considered after those received by the published closing date. Consideration will be given to applications received after this date where an exceptional reason for failing to meet the deadline can be proven beyond reasonable doubt.

When the number of applications exceeds the number of places available, applications for the 137 places available are considered by the Governors in the order of priority stated below.

Oversubscription criteria

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

Evidence and information must be supplied by the parents / guardians on the application form. Photo copies of Baptismal certificates should be supplied. Applications must be accompanied by a Supporting Information Form. Supporting information and evidence from the family Priest / Minister / Religious Leader (if applicable) must be recorded by the Minister and not the parent / carer on the Supporting Information Form supplied with the application form. When considering applications those children who have been attending for the greatest number of years will be awarded priority.

1. Looked After Children, or previously Looked After Children

[\(Please see definition of Looked After Children\)](#)

2. Children from the Catholic and Church in Wales traditions

Once places to Looked After Children and previously Looked After Children have been allocated the remaining places will be allocated according to the basic ratio established at the foundation of the school: up to 60% of pupils admitted will be from the Catholic tradition and up to 40% of pupils admitted will be from the Anglican tradition. If there have been no applications received from Looked After Children or previously Looked After Children the 137 places will be split using the same 60% / 40% ratio. This will equate to 82 children of the Catholic tradition and 55 children from the Anglican tradition.

Catholic

- a. Baptised Catholic children in Catholic primaries within Wrexham Local Authority.
- b. Other Baptised Catholic children.
- c. Other children who attend Catholic primary schools.

Should the numbers exceed the number of places available in each category, the criteria below will be applied, in the following order, to determine who can be admitted;

1. Supporting evidence from the Priest of sacramental involvement by the child and by the family.
2. Supporting evidence from the Priest of active involvement in the church community by the child and by the family.
3. The number of years the child has attended a Catholic feeder school.

Church in Wales

- a. Baptised children whose families attend an Anglican Church within the Wrexham Local Authority area. NB this does not mean school based worship.
- b. Other Baptised Anglican children
- c. Other Children who attend a Church in Wales Primary school.

Should the numbers exceed the number of places available, the criteria below will be applied, in the following order, to determine who can be admitted:

1. Supporting evidence from the Vicar / Minister about the active involvement by the child and family in the church they attend.
2. Supporting evidence from the Vicar/ Minister about the child and family's attendance at church.
3. The number of years the child has attended a Church in Wales Primary School.

Where Catholic or Church in Wales places are unfilled, the places become available to the other oversubscribed denomination.

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

- 3. Children of families who are actively involved in local church communities of other Christian denominations and who are Category 'A' members of CYTUN (Churches Together in Wales). For a full list of these members please go to [Appendix A](#).**

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

- a. Evidence of significant active involvement by the child and the family in the supporting church, such as weekly attendance at worship and other involvement.
- b. Evidence of some active involvement by the child and the family in the supporting church, such as monthly or less regular attendance at worship.
- c. The number of years the child and the family has been involved with the supporting church.

4. Children of other faith communities.

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

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

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

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

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

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

For available places the following criteria will be applied; the greater the number of years the siblings would be together, as part of the school community, will be the deciding factor. Please see [Definition of sibling](#).

7. Children who are not able to be admitted under categories 1 – 6:

Who have not provided any evidence from their Priest/Minister/Religious Leader regarding their faith commitment, or who have declared no faith commitment, but who have indicated they would like a place at St Josephs.

Tie breaker

In the event of a tie breaker being required, the Governors will admit those applicants who live nearest to the school. If equal preference is accorded to two or more applicants under any one criterion then the tie breaker will be applied, with the child living closest to the school being afforded priority. Proximity will be measured by the Governing Body Admissions Panel using the Local Authority's GIS mapping system.

Measurements will be from the home to the nearest school gate, using the shortest safe walking route. In the case of equal distances, such as a flat in a block of dwellings, the ground floor flats would be regarded as nearer than flats on higher floors.

Home address

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

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

Notes

Looked after children

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

Definition of Parents

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

Or the person who would be entitled to the payment of child benefit if they met the income threshold as set by HMRC.

Parental Responsibility

Unless otherwise determined by a court order:

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

Sibling (Brother/Sister)

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

Appeals

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

Other year groups

Admissions are subject to places being available and to the same admissions criteria.

Withdrawing offers of places by the Governors

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

Waiting lists

Transition to Secondary School from Primary School

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

Mid-Phase transfers

Waiting lists for other year groups are kept. The over-subscription criteria will be applied should any vacancies arise.

Appendix A: St Joseph's Catholic and Anglican High School

CYTUN – Category 'A' Members

A. All churches and denominations in Wales which subscribe to the Basis and have a spread of congregations in Wales and which have their own national organisation and ecclesial identity:

[Assemblies of God](#)

[South Wales Baptist Association](#)

[The Baptist Union of Wales](#)

[The Church in Wales](#)

[The Church of Pentecost - UK \(Cardiff District\)](#)

[The Congregational Federation](#)

[The German Speaking Lutheran Church](#)

[The Indian Orthodox Church](#)

[The Methodist Church](#)

[The Presbyterian Church of Wales](#)

[The Roman Catholic Church](#)

[The Salvation Army](#)

[The Union of Welsh Independents](#)

[The United Reformed Church](#)

B. Those churches which have a spread of congregations in Wales and which on principle, have no creedal statements in their traditions and therefore cannot formally subscribe to the Basis, but which are committed to the aims and purposes of the Charity:

Religious Society of Friends

Details from CYTUN website on 24/07/2024

[Eglwysi Ynghyd yng Nghymru | Churches Together in Wales](#)

This appendix may become out of date and therefore the online version of the category of membership will always be the version used by the Panel.

Privacy notice

To meet the requirements of the UK General Data Protection Regulation and the Data Protection Act 2018, the Local Authority is required to issue a Privacy Notice to pupils and/ or parents summarising the information held on record about pupils, why it is held, and the third parties to whom it may be passed on.

Our privacy notice is available on the local authority website: [Privacy Notice](#)

There is a [Welsh Government Privacy Notice](#) which provides information about the collection and processing of pupils' personal and performance information.

For a full copy of the privacy notice for further information about the personal information collected and its' use, or if you wish to exercise your rights under the Data Protection Legislation, you should contact Wrexham County Borough Council at FOI@wrexham.gov.uk or 01978 292000.

List of schools in Wrexham

The following types of schools exist in Wrexham County Borough

PRIMARY:

Primary Community (English)	33
Primary Community (Welsh)	8
Primary Community (Dual Stream)	1
Primary Church in Wales Controlled	5
Primary Church in Wales Aided	9
Primary Catholic Aided	2

SECONDARY:

Secondary Community (English)	6
Secondary Community (Welsh)	1
Catholic and Anglican Aided	1
Foundation	1

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

Schools are listed alphabetically.

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

Further details about [all schools](#) can be found online.

Primary school details	Welsh Government (WG): Schools defined according to Welsh medium provision, primary school categories
Key - Primary Status:	
CP: Community Primary	5. English medium
VA: Voluntary Aided	1. Welsh medium
VC: Voluntary Controlled	2. Dual stream medium

PRIMARY

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Acton Park Primary School Box Lane Wrexham LL12 8BT 6652276	Headteacher: Mr J Roberts (Acting) Tel: 01978 318950 Email: mailbox@actonpark-pri.wrexham.sch.uk	CP	5	3-11 336	420	60	31	-
Alexandra School Bodhyfryd Wrexham LL12 7AZ 6652173	Headteacher: Mrs L Roberts Tel: 01978 315120 Email: mailbox@alexandra-pri.wrexham.sch.uk	CP	5	3-11 368	315	45	45	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
All Saints' CIW VA School Gresford School Hill Gresford LL12 8RW 6653338	Headteacher: Mr R Hatwood Tel: 01978 852342 Email: mailbox@allsaints-pri.wrexham.sch.uk	VA	5	3-11 343	315	45	52	1 successful
Barker's Lane School Barker's Lane Wrexham LL13 9UN 6652208	Headteacher: Mrs C Harrison-Edwards Tel: 01978 357754 Email: mailbox@barkerslane-pri.wrexham.sch.uk	CP	5	3-11 242	315	45	34	-
Black Lane CP School Long Lane Pentre Broughton LL11 6BT 6652187	Headteacher: Mrs R Fox Tel: 01978 757959 Email: mailbox@blacklane-pri.wrexham.sch.uk	CP	5	3-11 153	140	20	18	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Borderbrook AVC School Talwrn Green Malpas Cheshire SY14 7LJ Federated with St Paul's CIW VA (The Maelor Church Schools Federation) 6653054	Headteacher: Mrs E Jones Tel: 01948 770676 Email: mailbox@borderbrook-pri.wrexham.sch.uk	VC	5	3-11 16	42	6	4	-
Borrass Park CP School Borrass Park Road Wrexham LL12 7TH 6652281	Headteacher: Mr R Nicholson Tel: 01978 346890 Email: mailbox@borraspark-pri.wrexham.sch.uk	CP	5	3-11 441	420	60	34	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Bronington CIW VA School School Lane Bronington Whitchurch SY13 3HN 6653301	Headteacher: Mrs E Jones Tel: 01948 780283 Email: mailbox@bronington-pri.wrexham.sch.uk	VA	5	3-11 46	119	17	5	-
Brynteg CP School Maesteg Brynteg Wrexham LL11 6NB 6652176	Headteacher: Mrs M Firth Tel: 01978 756398 Email: mailbox@brynteg-pri.wrexham.sch.uk	CP	5	3-11 177	175	25	19	-
Bwlchgwyn CP School Brymbo Road Bwlchgwyn Wrexham LL11 5UA 6652178	Headteacher: Mr D Williams Tel: 01978 269930 Email: mailbox@bwlchgwyn-pri.wrexham.sch.uk	CP	5	3-11 111	98	14	16	1 successful

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Eyton CIW VC Primary School Bangor Road Eyton Wrexham LL13 0YD 6653042	Headteacher: Mrs L Whitgreave Tel: 01978 823392 Email: mailbox@eyton-pri.wrexham.sch.uk	VC	5	3-11 52	70	10	3	-
Gwenfro Primary School Queensway Wrexham LL13 8UW 6652270	Headteacher: Mrs K Owen-Jones Tel: 01978 340380 Email: mailbox@gwenfro-pri.wrexham.sch.uk	CP	5	3-11 323	315	45	36	-
Gwersyllt CP School Dodds Lane Gwersyllt Wrexham LL11 4NT 6652274	Headteacher: Mr J Moore Tel: 01978 269520 Email: mailbox@gwersyllt-pri.wrexham.sch.uk	CP	5	3-11 249	315	45	29	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Hafod Y Wern Primary School Deva Way Wrexham LL13 9HD 6652269	Headteacher: Mr A Perrin Tel: 01978 367080 Email: mailbox@hafodywern-pri.wrexham.sch.uk	CP	5	3-11 274	315	45	30	-
Holt CP School Chapel Street Holt LL13 9DJ 6652235	Headteacher: Mrs M Sturt Tel: 01829 270021 Email: mailbox@holt-pri.wrexham.sch.uk	CP	5	3-11 60	105	15	5	-
Madras CIW VA Primary School Overton Road Penley Wrexham LL13 0LU 6653305	Headteacher: Mrs K Macey Tel: 01978 710419 Email: mailbox@madras-pri.wrexham.sch.uk	VA	5	3-11 124	119	17	14	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Minera CIW VA School Minera Hall Road Minera Wrexham LL11 3YE 6653337	Headteacher: Mr S Williams Tel: 01978 269500 Email: mailbox@minera-pri.wrexham.sch.uk	VA	5	3-11 102	119	17	10	-
Park Primary School School Road Llay LL12 0TR 6652271	Headteacher: Mrs R Billington Tel: 01978 859100 Email: mailbox@park-pri.wrexham.sch.uk	CP	5	3-11 352	315	45	44	-
Pentre CIW VC Primary School Pentre, Chirk Wrexham LL14 5AW Federated with Froncysyllte CP and Garth CP (Dee Valley Federation) 6653036	Headteacher: Mr N Williams Tel: 01691 773322 Email: mailbox@pentre-pri.wrexham.sch.uk	VC	5	3-11 47	70	10	2	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Penycae CP School Copperas Hill Penycae Wrexham LL14 2SD 6652275	Headteacher: Mr T Newbould Tel: 01978 840509 Email: mailbox@penycae-pri.wrexham.sch.uk	CP	5	3-11 187	210	30	20	-
Penygelli School Heol Glyndwr Coedpoeth Wrexham LL11 3HA 6652266	Headteacher: Mr. S. Wade - Acting Headteacher Tel: 01978 722160 Email: mailbox@penygelli-jun.wrexham.sch.uk	CP	5	3-11 261	315	45	23	-
Rhosddu School Price's Lane Rhosddu Wrexham LL11 2NB 6652191	Headteacher: Mrs P Woods Tel: 01978 318830 Email: mailbox@rhosddu-pri.wrexham.sch.uk	CP	5	3-11 290	301	43	32	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Rhosymedre Primary School Park Road Rhosymedre LL14 3EG 6652272	Headteacher: Mrs E Edwards Tel: 01978 812510 Email: mailbox@rhosymedre-pri.wrexham.sch.uk	CP	5	3-11 232	210	30	28	-
St Anne's Catholic Primary School Prince Charles Road Wrexham LL13 8TH 6653343	Headteacher: Mrs C Priest-Jones Tel: 01978 261623 Email: mailbox@stannespri.wrexham.sch.uk	VA	5	3-11 181	168	24	18	-
St Chad's CIW VA School Hanmer Wrexham SY13 3DG 6653326	Headteacher: Mrs N Locker Tel: 01948 830238 Email: mailbox@hanmer-pri.wrexham.sch.uk	VA	5	3-11 102	91	13	16	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
St Mary's CIW VA School, Overton School Lane Overton-on-Dee LL13 0ES 6653346	Headteacher: Mr D Morris Tel: 01978 710370 Email: mailbox@stmarys-overton-pri.wrexham.sch.uk	VA	5	3-11 154	210	30	17	-
St Mary's CIW VA School, Ruabon Park Street Ruabon LL14 6LE 6653341	Headteacher: Mrs N Booth Tel: 01978 820979 Email: mailbox@stmarys-ruabon-pri.wrexham.sch.uk	VA	5	3-11 205	168	24	16	-
St Paul's CIW VA School Bowling Bank Isycoed LL13 9RL Federated with Borderbrook AVC (The Maelor Church Schools Federation) 6653347	Headteacher: Mrs E Jones Tel: 01978 661556 Email: mailbox@stpauls-pri.wrexham.sch.uk	VA	5	3-11 35	49	7	3	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
St Peter's CIW Primary School, Rossett Chapel Lane Rossett LL12 0EE 6653028	Headteacher: Mr M Roberts Tel: 01244 570594 Email: mailbox@stpeters-pri.wrexham.sch.uk	VC	5	3-11 201	266	38	28	-
The Rofft School Wynnstay Lane Marford LL12 8LA 6652076	Headteacher: Mr G Morris Tel: 01978 853116 Email: mailbox@rofft-pri.wrexham.sch.uk	CP	5	3-11 225	210	30	25	-
Victoria CP School Poyser Street Wrexham LL13 7RR 6652277	Headteacher: Mrs D Eccles Tel Infants: 01978 360066 Tel Juniors: 01978 360060 Email: mailbox@victoria-pri.wrexham.sch.uk	CP	5	3-11 452	420	60	69	1 successful 5 unsuccessful

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Wat's Dyke CP School Wat's Dyke Way Garden Village Wrexham LL11 2TE 6652209	Headteacher: Mrs F Green Tel: 01978 355731 Email: mailbox@watsdyke-pri.wrexham.sch.uk	CP	5	3-11 296	315	45	33	-
Ysgol Acrefair Tower View Acrefair LL14 3SH 6652149	Headteacher: Mrs R Turner Tel: 01978 820616 Email: mailbox@acrefair-pri.wrexham.sch.uk	CP	5	3-11 216	210	30	33	-
Ysgol Bro Alun CP Delamere Avenue Gwersyllt Wrexham LL11 4NG 6652279	Headteacher: Mrs H Oldfield Tel: 01978 269580 Email: mailbox@broalun-pri.wrexham.sch.uk	CP	1	3-11 280	315	45	34	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Ysgol Bryn Tabor Heol Maelor Coedpoeth Wrexham LL11 3NB 6652224	Headteacher: Mr K Williams Tel: 01978 722180 Email: mailbox@bryntabor-pri.wrexham.sch.uk	CP	1	3-11 221	315	45	26	-
Ysgol Cefn Mawr Plas Kynaston Lane Cefn Mawr Wrexham LL14 3PY 6652151	Headteacher: Mrs A Green Tel: 01978 820719 Email: mailbox@cefnmawr-pri.wrexham.sch.uk	CP	5	3-11 195	210	30	24	-
Ysgol Cynddelw New Road Glyn Ceiriog Llangollen LL20 7HH Federated with Ysgol Llanarmon DC (Ceiriog Valley Federation) 6652139	Headteacher: Mrs L Sockett Tel: 01691 718426 Email: mailbox@cynddelw-pri.wrexham.sch.uk	CP	2	3-11 89	126	18	12	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Ysgol Deiniol The Ridgeway Marchwiell Wrexham LL13 0SB 6652204	Headteacher: Mr K Baugh Tel: 01978 353760 Email: mailbox@deiniol-pri.wrexham.sch.uk	CP	5	3-11 171	175	25	26	1 successful
Ysgol Heulfan Sunny View Gwersyllt Wrexham LL11 4HS 6652268	Headteacher: Mrs J Thomas-Haigh Tel: 01978 722040 Email: mailbox@heulfan-pri.wrexham.sch.uk	CP	5	3-11 342	294	42	32	-
Ysgol I D Hooson Heol Caradoc Rhosllanerchrugog Wrexham LL14 2DS 6652259	Headteacher: Mr R Jones Tel: 01978 832950 Email: mailbox@hooson-pri.wrexham.sch.uk	CP	1	3-11 249	315	45	26	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep – Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Ysgol Llanarmon Dyffryn Ceiriog Llanarmon Dyffryn Ceiriog Wrexham Nr Llangollen LL20 7LF Federated with Ysgol Cynddelw (Ceiriog Valley Federation) 6652140	Headteacher: Mrs L Sockett Tel: 01691 600278 Email: mailbox@llanarmondc-pri.wrexham.sch.uk	CP	1	3-11 20	49	7	1	-
Ysgol Llan-y-pwll Borras Park Road Wrexham LL12 7TH 6652282	Headteacher: Mrs R James Tel: 01978 594101 Email: Mailbox@ysgolllanypwll-pri.wrexham.sch.uk	CP	1	3-11 22	210	30	10	-
Ysgol Maes Y Llan Maes Y Llan Lane Ruabon Wrexham LL14 6AE 6652160	Headteacher: Mrs B Rolls Tel: 01978 820991 Email: mailbox@maesyllan-pri.wrexham.sch.uk	CP	5	3-11 145	175	25	10	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Ysgol Maes Y Mynydd Pentredwr Rhosllanerchrugog Wrexham LL14 1DD 6652273	Headteacher: Mr D Lloyd Tel: 01978 832970 Email: mailbox@maesymynydd-pri.wrexham.sch.uk	CP	5	3-11 285	357	51	29	-
Ysgol Min Y Ddôl Plas Kynaston Lane Cefn Mawr Wrexham LL14 3PY 6652162	Headteacher: Mrs C Rayner Tel: 01978 820903 Email: mailbox@minyddol-pri.wrexham.sch.uk	CP	1	3-11 113	140	20	17	-
Ysgol Penrhyn School Lane New Broughton Wrexham LL11 6YF 6652267	Headteacher: Mrs B Davies Tel: 01978 269920 Email: mailbox@penrhyn-pri.wrexham.sch.uk	CP	5	3-11 211	210	30	24	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Ysgol Plas Coch CP, Wrexham Stansty Road Wrexham LL11 2BU 6652263	Headteacher: Mr O Jones Tel: 01978 311198 Email: mailbox@plascochpri.wrexham.sch.uk	CP	1	3-11 306	315	45	46	-
Ysgol Rhostyllen School Street Rhostyllen Wrexham LL14 4AN 6652200	Headteacher: Mr H Rowlands Tel: 01978 352357 Email: mailbox@rhostyllen-pri.wrexham.sch.uk	CP	5	3-11 220	210	30	28	-
Ysgol Sant Dunawd Bangor-on-Dee Wrexham LL13 0JA 6652232	Headteacher: Mr D Griffiths Tel: 01978 780757 Email: mailbox@santdunawd-pri.wrexham.sch.uk	CP	5	3-11 89	140	20	15	-

School Name	Contact Details	Status	WG	Age Range and full-time no. on roll at January 2024	School Capacity (Recep - Year 6)	Admission number for September 2025	No. of Reception applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Ysgol Tanyfron Tanyfron Road Tanyfron Wrexham LL11 5SA 6652179	Headteacher: Mrs J Jones Tel: 01978 758118 Email: mailbox@tanyfron-pri.wrexham.sch.uk	CP	5	3-11 127	140	20	15	-
Ysgol Y Waun (Foundation Phase) Chapel Lane, Chirk, Wrexham LL14 5NF (Key Stage 2) Lloyds Lane, Chirk, Wrexham LL14 5NH 6652278	Headteacher: Mrs S Rogers (Acting) Tel: 01691 770530 Email: mailbox@ywaun-pri.wrexham.sch.uk Press 2 for Foundation Phase Site Press 4 for Key Stage 2 Site	CP	5	3-11 325	350	50	38	-
Ysgol Yr Hafod, Johnstown Bangor Road Johnstown LL14 2SW 6652280	Headteacher: Mrs A Heale Tel: 01978 840643 Email: mailbox@yrhafodjohnstown-pri.wrexham.sch.uk	CP	5	3-11 340	315	45	45	-

Secondary school details	Welsh Government (WG) - Schools defined according to Welsh medium provision, secondary school categories
Key: Secondary Status: CS: Community Secondary AS: Aided Secondary FS: Foundation Secondary	5. English medium 1. Welsh medium 2. Dual stream medium

SECONDARY

School Name	Contact Details	Status	WG	Age Range and full time no. on roll at January 2024	School Capacity	Admission number for September 2025	No. of Secondary applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Darland School Chester Road Rossett Wrexham LL12 0DL 6654034	Headteacher: Mrs J Lee Tel: 01244 570588 Email: enquiries@darlandschool.org.uk	CS	5	11 – 16 741	840	168	107	-
Rhosnesni High School Rhosnesni Lane Wrexham LL13 9ET 6654048	Headteacher: Mr A Brant Tel: 01978 340840 Email: mailbox@rhosnesni-high.wrexham.sch.uk	CS	5	11 – 16 1,094	1200	240	246	1 appeal (pending)

School Name	Contact Details	Status	WG	Age Range and full time no. on roll at January 2024	School Capacity	Admission number for September 2025	No. of Secondary applications (1st Preference) for 2024 entry (at July 2024)	Appeals
St Joseph's Catholic and Anglican High School Sontley Road Wrexham LL13 7EN 6654603	Headteacher: Mr C Wilkinson Tel: 01978 360310 Email: mailbox@st-joseph.wrexham.sch.uk	AS	5	11 – 16 734	685	137	214	16 successful 21 unsuccessful
The Maelor School Penley Wrexham LL13 0LU 6655401	Headteacher: Mrs L Eyre Tel: 01948 830291 Email: mailbox@maelor-high.wrexham.sch.uk	FS	5	11 – 16 802	650	130	164	9 successful (tbc)
Ysgol Bryn Alyn Church Street Gwersyllt Wrexham LL11 4HB 6654033	Headteacher: Mrs A Slinn Tel: 01978 720700 Email: mailbox@ysgolbrynalyn.wrexham.sch.uk	CS	5	11 – 16 684	895	179	161	-

School Name	Contact Details	Status	WG	Age Range and full time no. on roll at January 2024	School Capacity	Admission number for September 2025	No. of Secondary applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Ysgol Clywedog Ruthin Road Wrexham LL13 7UB 6654049	Headteacher: Mr S Ellis Tel: 01978 346800 Email: mailbox@clywedog.wrexham.sch.uk	CS	5	11 – 16 846	888	178	132	-
Ysgol Morgan Llwyd Cefn Road Wrexham LL13 9NG 6654032	Headteacher: Mr I Owen-Ellis (Acting) Tel: 01978 315050 Email: bocspost@ysgolmorganllwyd.wrexham.sch.uk	CS	1	11 – 16 892	965	193	195	-
Ysgol Rhiwabon Pont Adam Ruabon Wrexham LL14 6BT 6654044	Headteacher: Mrs M Ferron-Evans Tel: 01978 822392 Email: mailbox@rhiwabon-high.wrexham.sch.uk	CS	5	11 – 16 523	655	131	101	-

School Name	Contact Details	Status	WG	Age Range and full time no. on roll at January 2024	School Capacity	Admission number for September 2025	No. of Secondary applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Ysgol Y Grango Allt Ty Gwyn Rhosllanerchrugog Wrexham LL14 1EL 6654029	Headteacher: Miss V Brown Tel: 01978 833010 Email: info@grango.co.uk	CS	5	11 – 16 579	590	118	121	1 successful

NURSERY

School Name	Contact Details	Status	WG	Age Range and part-time no. on roll at January 2024	School Capacity	Admission number for September 2025	No. of Nursery applications (1st Preference) for 2024 entry (at July 2024)	Appeals
Ysgol Cae'r Gwenyn Prince Charles Road Wrexham LL13 8TH 6651007	Headteacher: Mrs R Hughes Tel: 01978 356177 Email: mailbox@ysgolcaergwenyn.wrexham.sch.uk	CP	5	3-4 50	30	15 (resource) 15 (mainstream)	0 mainstream	N/A

Please be aware that the Local Authority will be consulting to change the status of Ysgol Cae'r Gwenyn during this academic year. A possible outcome is that it may not be possible to allocate places for September 2025.

SPECIAL SCHOOLS / ADDITIONAL LEARNING PROVISION

School Name	Contact Details	Status
St Christopher's School Stockwell Grove Wrexham LL13 7BW 6657005	Headteacher: Mrs M.E. Davies Tel: 01978 346910 Email: mailbox@st-christophers.wrexham.sch.uk	6 - 19
Y Canol Ysgol Heulfan Sunny View Gwersyllt LL11 4HS 6652268	Head of Provision: Mrs J Thomas-Haigh Tel: 01978 722050	3 - 11
Wrexham Assessment Centre c/o Alexandra School Bodhyfryd LL12 7AZ 6652173	Teacher in Charge: Mrs C Andrews Tel: 01978 290101	3 - 7

NEW HORIZONS (GORWELION NEWYDD)

School Name	Contact Details	Status
Gorwelion Newydd Penycae Studio Afoneitha Road Penycae Wrexham LL14 2PF	Headteacher: Mr D Lee Tel: 01978 423266	11 - 16
Gorwelion Newydd Haulfan 82 Rhosddu Road Wrexham LL11 2NP	Headteacher: Mr D Lee Tel: 01978 298520	11 - 16
Gorwelion Newydd Hafod Studio Deva Way Wrexham LL13 9HD	Headteacher: Mr D Lee Tel: 01978 594100	11 - 16

FURTHER EDUCATION

School Name	Contact Details	Status
Coleg Cambria Grove Park Road Wrexham LL12 7AB	Independent of the Local Authority Tel: 0300 3030 007 Email: enquiries@cambria.ac.uk	16+

Contacts for information and advice

Wrexham County Borough Council, Education and Early Intervention,
Crown Buildings, 31 Chester Street, Wrexham LL13 8BG Telephone: 01978 298991

WREXHAM SCHOOL ADMISSIONS TEAM

Website: [School admissions](#)

Tel: 01978 298991

Email: Admissions@wrexham.gov.uk

Main Responsibilities

Admission into nursery, primary and secondary Local Authority maintained community and voluntary controlled schools. Transfers between schools during the year. Appeals.

SCHOOL TRANSPORT

Website: [School transport](#)

Tel: 01978 298996

Email: school.transport@wrexham.gov.uk

Main Responsibilities

Transport entitlement, complaints.

EDUCATION ADDITIONAL LEARNING NEEDS SERVICE

Tel: 01978 298991

Main Responsibilities

Special Educational Needs, Education Social Work Service, IDP queries

SUPPORT SERVICES

Website: [Free school meals](#)

Website: [School Essentials Grant](#)

Main Responsibilities

Free school meals entitlement, School Essentials Grant

DIOCESAN COMMISSIONER FOR CATHOLIC SCHOOLS

Bishop's House, Sontley Road, Wrexham, LL13 7EW

Tel: 01978 262726

Main Responsibilities

Advisory

CHURCH IN WALES

Director of Lifelong Learning

Diocesan Office, High Street, St Asaph,

Denbighshire, LL17 0RD

Tel: 01745 582245

Main Responsibilities

Advisory

WREXHAM FAMILY INFORMATION SERVICE

Crown Buildings, 31 Chester Street, Wrexham

LL13 8BG

Website: [Wrexham Family Information Service](#)

Website: [Childcare Offer in Wales](#)

Tel: 01978 292094

Email: fis@wrexham.gov.uk

Main Responsibilities

Provides free information, support and guidance on all aspects of childcare and children's services in Wrexham.

Addresses and telephone numbers of neighbouring authorities

CHESHIRE WEST AND CHESTER ADMISSIONS TEAM

Cheshire West and Chester Council, Wyvern House, The Drummer Winsford, Cheshire, CW7 1AH

Tel: 0300 123 7039

Website: [Cheshire West school admissions](#)

DENBIGHSHIRE SCHOOL ADMISSIONS TEAM

Denbighshire County Council, PO Box 62, Ruthin Denbighshire LL15 9AZ

Tel: 01824 706000

Website: [Denbighshire school admissions](#)

FLINTSHIRE SCHOOL ADMISSIONS TEAM

Education and Youth Flintshire County Council, Ty Dewi Sant Ewloe, Flintshire CH5 3XY

Email: admissions@flintshire.gov.uk

Website: [Flintshire school admissions](#)

POWYS SCHOOL ADMISSIONS TEAM

Admissions and Transport, Powys County Hall, Llandrindod Wells Powys, LD1 5LG

Tel: 01597 826477

Website: [Powys school admissions](#)

SHROPSHIRE SCHOOL ADMISSIONS TEAM

Shropshire Council, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND

Tel: 03456 789008

Website: [Shropshire school admissions](#)

TELFORD AND WREKIN SCHOOL ADMISSIONS TEAM

Telford and Wrekin Council, 6B Darby House Telford, TF3 4JA

Email: admissions@telford.gov.uk

Website: [Telford and Wrekin school admissions](#)

Legislation, guidance and policies

The following pieces of legislation, guidance and policies are referred to throughout this document.

- [School Admissions Code](#)
- [School Admissions Appeals Code](#)
- [The School Admissions \(Infant Class Sizes\) \(Wales\) Regulations 2013](#)
- [Welsh Government's 'Measuring the Capacity of Schools in Wales' guidance](#)
- [The School Standards and Framework Act 1988](#)
- [The Education Act 2002](#)
- [The Education Act 2005](#)
- [The Education and Inspections Act 2006 \(section 44\)](#)
- [The Education \(Determination of Admission Arrangements\) \(Wales\) Regulations 2006](#)
- [Welsh Government's 'Education guidance to support Gypsy, Roma and Traveller children and young people' guidance](#)
- [Additional Learning Needs and Education Tribunal \(Wales\) Act 2018](#)
- [Welsh Government's All Wales Attendance Framework](#)