

Cardiff Council School Admissions FAQs



When do I need to apply for a school place?

- **Primary (Reception):** Applications open in November and close in January before your child starts school.
- **Secondary (Year 7):** Applications open in September and close in October.
- **Nursery (September start):** Applications open in January for 4 weeks.
- **Nursery (January or April start):** Applications open in June for 4 weeks.



Can I apply for Welsh-medium education if we don't speak Welsh at home?

YES - Welsh-medium education is available to everyone, whatever language you speak at home and at any point of their education.

Cardiff Council has established both a primary and secondary Welsh Immersion

Unit which provides intense Welsh language learning enabling children to gain a level of fluency to transfer to education in a Welsh-medium School.



Are places given out on a first-come, first-served basis?

NO. Applications are not processed in the order they are received.



How are places allocated if there are more applications for a school than places available?

If there are more applications than places, Cardiff Council's system uses the Oversubscription Criteria to allocate the spaces available.

Cardiff Council does not use a feeder school system. Attendance at a specific nursery or primary has no bearing on an application to a primary or secondary school.





Which address should I use on my application?

You must use your child's permanent home address (where they normally live).

You may need to provide proof that your child is living at the address provided.

If your child lives between two homes, use the address where they spend most of the school week.



What if I move house during the application process?

If you move, please tell us as soon as you are a resident at the new address.



Can I use a relative's address if it's closer to my preferred school?

NO. You must use your child's true permanent home address.

Using a different address may be considered fraudulent and you might be asked for evidence that the child resides at the address you provide.



Why should I list more than one school?

Listing more schools increases the likelihood of your child receiving a school place.

If your first choice is not available, we can consider your other preferences.

Make sure you list schools in your preferred order.



Will listing more schools affect my child being offered a place in their preferred school?

NO. It will not reduce your chances of getting your preferred school.

We strongly recommend:

5 preferences for Reception and Secondary

3 preferences for Nursery

Listing fewer schools may reduce your chances of receiving an offer. It is recommended that you include your catchment school.



How do I find my catchment school?

You can check this online at:

ishare.cardiff.gov.uk/mycardiff.aspx

Living in a catchment area does not guarantee a place.



What do I do if I am not happy with the outcome of my application?

If your child is refused a school place, you can **appeal to an independent panel.**

You have 2 weeks from the date of your refusal notification to submit an appeal.

The appeals **panel decision is final.**

