



Coed Y Brain Primary School



Admissions Statement

Let's
BELIEVE to **ACHIEVE**



 Ambitious & Capable

 Healthy & Confident

 Ethical & Informed

 Enterprising & Creative

Coed Y Brain Primary School

Admission Statement



The Admissions Authority for the School is Caerphilly County Borough Council LEA.

Our School adopts the Admission Policy guidelines of the Local Education Authority. The LEA's 'Starting School' booklet sets out this Policy. A copy of the current booklet is available from the school office.

The standard number (admission level/limit), which has been set for the school, is 28. Pupils attending Coed Y Brain Primary School will usually transfer to The Lewis School Comprehensive School in September following their 11th birthday. The Governing Body implements its Equal Opportunities Policy fully concerning the Admissions Policy. We take pride in our inclusive policy at Coed Y Brain Primary School and welcome the admission of all children as we aim to meet the needs of all learners, considering gender, ethnicity, culture, religion, language, age, ability, disability, and social circumstances.

Rising 3s

Children who turn 3 years of age during the academic year, will be offered a part-time place nursery place in the Nursery class of lower school and can start at the beginning of the term which follows their 3rd birthday e.g., a child who turns 3 years old in November will be offered a part-time nursery place, to start in January (spring term).

Parents of Rising 3s will be required to apply for a place in our Nursery class in line with the local authority's admission procedure.

Reception

Children who have turned 4 years old by August 31st are offered a full-time Reception place for September of that year.

The parents of Nursery children are required to apply for a place in our Reception Class in line with the local authority's admission procedures. Letters are sent out to parents / can be obtained from the school office.

Visits to School

Parents of children who are due to attend our Nursery class are invited to the school to discuss Curriculum coverage and arrangements for starting school. A Nursery visit will then planned for the child and parent/s to familiarise themselves with the Nursery classroom and staff before they start.

Pre-School Booklet and School Prospectus

Our School Prospectus and Pre-School Booklet are available to any prospective parent wishing to obtain a copy. Copies of these brochures are shared and available to all new parents at the initial intake meeting to discuss their child starting school and are also available to all parents of those children who are admitted to Coed Y Brain Primary School at any stage of their primary education.

Prospective parents are very welcome to visit the school to discuss any queries they may have and to view the learning environments. They can also visit the resources and policies we have to offer.

Admissions to Coed Y Brain Primary School

A request made in writing to the local authority is required for all new admissions to the school. Parents MUST contact:

Andrea West/Emma Strathdee
CCBC Education Offices,
Ystrad Mynach,
Caerphilly
(01443) 815588

Older children joining the school will be allocated a 'special buddy' to help them settle quickly and inform them of school rules and procedures. The 'buddy' will accompany them on a tour of the school to familiarise them with the geography of the school and to introduce them to all staff and children.

This policy will be reviewed as required