Christ the King RC Primary School.
Everest Avenue, Llanishen, Cardiff. CF14 5AS

Admission Policy 2027-2028

Christ the King Primary School is a Voluntary Aided School and as such the Governors are the Admitting Body.

Children are admitted into Reception class in the September of the academic year in which they are five. Parents / Guardians are advised to apply for a place during the Autumn term prior to the academic year of entry before the closing date advised in the LA Admission to Schools information.

Parents applying for a place in Reception year at the school MUST express a preference for a place in the school on the Council's School Admission Portal at www.cardiff.gov.uk
Parents / Guardians will be notified of the result of their application in writing by the Governing Body on the offer date published by the local authority and an email will be sent by the LA.

Parents /Guardians have the right to express a preference for a school. Where the school has more requests for spaces than available places admission will be decided using the Over-subscription Criteria, category 1 being the highest criterion.

The Governors do not usually exceed the school's admission number or breach the limitations imposed by statutory maximum class size (30) and will admit up to the school's class admission number of 30.
In the case of multiple birth children, if when applying the over-subscription criteria the last child to be admitted is one of a multiple birth then the governors will admit the other child/ children.

A child who is now, or has been in the past, in the care of the Local Authority [as defined by Section 22 of the Children Act 1989] will be given priority for entry into the school in the category into which they fall [Baptised/Non Baptised]. Proof must be provided with the application.

Only applications received by the published closing date for receipt of application forms will be considered in the initial round of allocation of places. All application forms received by this deadline will be considered at one time and, subject to sufficient applications, places up to the admission number will be allocated. The applications will be ranked according to the over-subscription criteria and using the distance tie-breaker within each category. Failure to provide the requested proof documents before the closing date may affect the category into which a child may be placed and considered in the initial round. Forms received after the published closing date will be considered as late applications.

Late applications will be considered at the second or subsequent rounds when all applicants will be ranked according to over-subscription criteria and the distance tie -breaker and any remaining places offered.

The school will operate a waiting list. Where a place has been refused a parent / guardian will be asked if they wish their child to go on the waiting list. This list will operate until the end of the academic year of the year of application. A parent / guardian may apply for their child to go back on the waiting list for the following year by contacting the school. The position on the waiting list may change, up or down, throughout the year when the over-subscription criteria and distance tie breaker are applied.

Governors will consider "in year applications" as soon as possible upon receipt and within 28 days. Any spaces up to the permitted class size will be filled using the school's over-subscription Criteria.

Admission Criteria

Children who have an Individual Development Plan (IDP) naming Christ the King School will be admitted into the school.

Over-subscription Criteria.
These criteria will be considered in order.

Category 1
Baptised Catholic Children who are now, or have been previously, in the care of the Local Authority.
Written proof must be provided.

Category 2
Baptised Catholic children who have a sibling who will be on the school roll at the commencement of the next academic year.

Category 3
Baptised Catholic children living in the Parishes of Christ the King and St Brigid with St Paul.

Category 4
Baptised Catholic children living in the Parish of St Teilo with Our Lady of Lourdes

Category 5
Baptised Catholic children living in Cardiff but not falling within any of the categories 1 to 4 above.

Category 6
Baptised Catholic children not living in Cardiff.

Category 7
Any child who is not a baptised Catholic who is now, or previously was, in the care of the Local Authority.
Written proof must be provided.

Category 8
Children from other Christian backgrounds with written evidence of practice of worship from their religious leader.

Category 9
Any other children whose parents desire a Catholic education for them.

Where there are insufficient places at the school for all pupils within a particular category, the Governing Body may determine to accept some such children in such category up to the Published Admission Number after the application of a proximity test and where the applicant(s) closest to the school may be offered a place.

Parish Residency applies to pupils who are resident within the Parish on the closing date for receipt of applications. Evidence of permanent residence of the pupil must be supplied with the application form. The home address is as defined in the Local Authority Admissions to Schools document. The school gives priority to children living nearest to the school as measured by the shortest practicable walking route which is publicly accessible and available 24 hours/day. The route is calculated using the GIS system used by the Local Authority to ensure consistency. (see Local Authority Admission Policy)

Where applications are made from a family for more than one sibling in more than one year group and there are insufficient places at the school for all the siblings the governors are able to offer a place as long as that by accepting the place for one child the parents /guardians do so in the full knowledge and understanding that this will not assist their appeal for a sibling. In addition, the appeal panel will be informed and will be well aware that this was clearly understood.

A sibling is as defined in the Local Authority School Admission Policy Document.

Baptised children's applications must be accompanied by a Baptismal certificate.

In the event of the Governing Body refusing an application for admission, parents / guardians have the right of appeal to an Independent Appeals Panel and should write to the Clerk to the Governing Body c/o the school, within two weeks, stating they wish to lodge an appeal. The Appeal Panel's decision is binding on the school.

There is no right of appeal for the nursery department.