



STRONG HERITAGE | STRONG FUTURE  
**RHONDDA CYNON TAF**  
TREFTADAETH GADARN | DYFODOL SICR

## Secondary Admissions

### How to apply

Parents/carers can express a preference when selecting a school for their child(ren).

Details of all Rhondda Cynon Taf Schools can be found in our [Starting School Booklet](#) and details of catchment schools can be found using the [catchment schools finder](#) .

Parents/carers **must** complete an application for a secondary place. Parents can apply online for a secondary school place. Applying online is quick and easy. Follow these steps :-

1. Visit <https://schooladmissions.rhondda-cynon-taff.gov.uk/>
2. Register with a valid e-mail address.
3. Follow the instructions on the online application web pages.
4. If you are applying using a mobile phone, please turn the phone to a landscape (sideways) position in order to access all functionalities.

If you do not have access to your own computer, free internet access is available at the Council's One4All Centres or any Rhondda Cynon Taf Library. Alternatively, a paper application form is available by contacting the School Admissions Team on 01443 744232.

Please also refer to the ['Notes for guidance – admissions'](#).

Please note that where more applications are received than there are places available, places will be allocated subject to the Council's published [oversubscription criteria](#).

### Key dates for applying

Please note the important dates in the table below, so that you will know when to apply and when you will be notified of the outcome of your application.

Admission Cohort	Age of Pupil	Applications available from	Applications to be returned by	Decision Notifications Issued
Secondary School Year 7	12 <sup>th</sup> Birthday falls between: 1 <sup>st</sup> September 2017 and 31 <sup>st</sup> August 2018	1 <sup>st</sup> September 2016	21 <sup>st</sup> October 2016	1 <sup>st</sup> March 2017

## **Late Applications**

If you have missed the application deadline date of 21<sup>st</sup> October 2016, you can submit a late paper application form, however, only applications received by the published deadline date for receipt of applications will be considered in the initial round of allocation of places. Application forms received after the closing date will be considered as late applications. Late applications will be processed **after** applications which were received by the deadline date and therefore late applications may find that their preferred school is already full. Late applications will be subject to the same published [oversubscription criteria](#).

Any change of preference must be made in writing (letter or e-mail) to the [School Admissions Team](#) . Any preference that has changed after the published closing date will result in the application being treated as a late application.

## **Important Information**

**Being a registered pupil at an associated primary school does not guarantee or entitle your child to a place at a particular secondary school. Allocation of all secondary school places are subject to submission of an application and where the number of applications exceeds the number of places available, places will be allocated strictly in accordance with our published [oversubscription criteria](#).**