Infant/Junior Transfers

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 place. Parents can apply online for a year 3 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.

If you do not have access to your own computer, free internet access is available at any Rhondda Cynon Taf Library. Alternatively, a paper application form is available by contacting the School Admissions Team on 01443 281111.

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.

<table>
<thead>
<tr>
<th>Admission Cohort</th>
<th>Age of Pupil</th>
<th>Applications available from</th>
<th>Preference Forms to be Returned by</th>
<th>Decision Notifications Issued</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary School Year 3 (transfer from Infant to Junior or Primary School)</td>
<td>8th Birthday falls between: 1st September 2019 and 31st August 2020</td>
<td>1st September 2018</td>
<td>16th November 2018</td>
<td>16th April 2019</td>
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</table>
**Late Applications**

If you have missed the application deadline date of 16th November 2018, 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**

Pupils who are admitted to an Infant school will not have an “automatic” right to continue education at any particular Junior or Primary School. Whilst every effort will be made to accommodate these pupils, a formal application must be made for transfer to the Junior/Primary school at the appropriate time. There will be occasions when, due to oversubscription, it will not be possible for the transfer to a particular Junior/Primary school to take place. Should this be the case a place will be offered, in consultation with parents/carers, at an alternative school.