



POLISI DERBYNIADAU

ADMISSIONS POLICY

ADOLYGWYD REVIEWED	Mai / May 2024
CADARNHAWYD gan ByC RATIFIED by BoD	Mehefin / June 2024
ADOLYGIAD NESAF - NEXT REVIEW	Mai / May 2028
CYLCH ADOLYGU REVIEW CYCLE	4 mlynedd / years

**Ysgol Gymraeg Llundain : London Welsh School
Hanwell Community Centre, Wescott Crescent, London W7 1PD**

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Admissions Policy

Arrangements for admission to the London Welsh School (LWS)

1. The admission arrangements for September 2024 is the responsibility of London Welsh School's Board of Directors.
2. a.) LWS has an agreed admission number of 40 pupils. The school will
 - a. admit Nursery (part-time and full-time) Reception, Y1 to Y6 pupils.
 - b. B Any variation to the above would need Ofsted/Secretary of State approval.

Consideration of applications

3. Ysgol Gymraeg Llundain (London Welsh School - LWS), an Independent School with charity status, is the only school outside Wales, within the United Kingdom which provides Welsh medium education. The school welcomes pupils from families who wish for their child to receive a bi-lingual education in Welsh/English. Refer to the School Prospectus for detailed information on the school's offer.
4. Parental fees and donations from supporters are supplemented by a grant from the Welsh Government. Fees are kept to a minimum and are reviewed annually (Refer to School's Fee Policy for fee structure). Families facing financial constraints are able to request a consideration for partial or full fee dispensation from the Board of Directors Finance Committee. No child is refused on the basis of the parents' financial status.
5. We are a non-selective school and admit pupils without reference to ability or aptitude. Bilingual instructional language is used for communication in the classrooms.
6. Reasonable adjustments to the curriculum and the school environment will be considered in order to meet the needs of SEND pupils.
7. Children, if 'School Ready' and are toilet trained, are admitted into:

the School Nursery: either part time or full time, from the Monday following their third birthday.

Reception Class: the half term following their fourth birthday. A child is of "compulsory school age" on the 1st January, 1st April or 1st September following their 5th birthday.

- a. The LWS has a strong link with the LW Mother and Toddler Group (Miri Mawr) which meets on the same site as the school. There are arrangements between the school and the nursery to bridge the transition from Miri Mawr to Nursery for those interested in enrolling at the school.
 - b. For further information on transition arrangements, contact the Lead Teacher.
8. By the age of 11, all pupils are expected to be bilingual and able to access their secondary education through the medium of Welsh or English.
 9. Only in exceptional circumstances, following advice from external specialist, will the school consider applications for pupils to be admitted into year groups other than their chronological age e.g. due to impact of chronic medical needs.
 10. In the case of a parent being in disagreement with the decision of the Board of Directors in rare circumstances not to admit a child there is an appeal procedure. Appeals must be made within fourteen days of receiving the decision of the Board of Directors. Appeals should be made in writing, addressed to the Chair of Governors.

Procedures where the school is oversubscribed

11. Where the number of applications for admission is greater than the published admissions number, applications will be considered against the criteria set out below. After the admission of pupils with Education Health Care Plans (EHCP) where LWS is the named school, the criteria will be applied in the order in which they are set out below, mindful of the over-riding criteria listed at 6 above.
 - a) Admission of children in public care as defined by Section 22 of the Children's Act 1989 who require a bilingual education in Welsh and English.
 - b) Admission of pupils whose siblings attend LWS and who will continue to do so on the date of admission.
 - c) Admission of pupils who attend our Nursery.
 - d) Proximity to the school, often used as criteria in other primary schools, will not be applied in LWS. The term 'local' for the purposes of the Welsh School refers to London as a whole.

Operation of waiting lists

12. Where in any year LWS receives more applications for places than there are places available, a waiting list will operate until a year after the date of admission. The waiting list will be maintained by LWS and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.
13. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria set out in paragraph 11 above.

Documents for Parents

14. On their child's admission parents will be given:
 - Nursery booklet- including fees, timetables and details of school uniform
 - 'All About my Child' booklet for parents to complete.
 - Home-School Agreement Form to be signed upon entry
 - School Prospectus (refer also to School website)

Linked Policies (available on the school website):

- School Fees Policy

Review: May 2024

Signed: *J. Watkins*
Headteacher