

HOW TO MAXIMISE YOUR CHANCE OF GETTING YOUR PREFERRED SCHOOL PLACE

APPLY ON TIME

- Make sure you complete your application form accurately and on time, providing all the information requested in the form to allow us to properly assess your application.
- Submit all supporting evidence by the closing date.
- It is your responsibility to provide any specific information that you believe to be essential to the oversubscription criteria.
- Any applications received after the closing date will be looked at after the results for on time applications are issued.
- A late application means it is much less likely you will get a place at a school you prefer.

USE ALL YOUR PREFERENCES

- You can only apply once for each school so use all your preference options.
- Each preference is treated equally.
- The order you put your school preferences in is important. We will ALWAYS allocate the highest preference where possible.
- At **nursery** level the Council only processes applications for community schools.
- At primary and **secondary** level you can include St Mellons CiW Primary School, Whitchurch High School, Corpus Christi Catholic High School and St Teilo's CiW High School.
- Please apply for all other faith schools separately and direct to the school(s) themselves.

CHOOSE WISELY

- Think about the Council's oversubscription criteria.
- You have a limited number of preferences so be realistic.
- Consider including your catchment school as a preference.
- Do not assume you will be given a place just because you have a sibling in the school or your child attended the school's nursery.
- Do not assume you are in catchment just because you live near a school. Check the Council's website to make sure: www.cardiff.gov.uk/onlinemaps

