

Your ref/Eich cyf:
Our ref/Ein cyf: **AW/ADMGEN**
Date/Dyddiad:

Please contact/Cysyllter â: Kathryn Worwood
Direct line/Llinell uniongyrchol: **01633 647344**
Direct fax/Llinell ffacs: **01633 647778**

Dear Parent/Carer

ADMISSIONS TO SECONDARY SCHOOLS – SEPTEMBER 2012

Preparations are being made for the admission of children to secondary schools in September 2012. In order to allow the Authority to consider the admission of your child(ren) to this school, you must submit a written expression of preference.

You must therefore complete the form on the reverse of this letter and return it to your child's present school as quickly as possible and no later than 2 December 2011. You will be notified by the end of February 2012 as to whether the Authority has been able to comply with your preference.

Parental choice of school will be complied with as far as possible, as long as the choice does not prejudice the provision of efficient education and/or the efficient use of resources.

The Authority's "School Information Booklet" is intended to answer parents' queries concerning school admissions and includes information about how to access Welsh Medium Education and Denominational Education. A copy is enclosed for your information.

Parents wishing their children to attend a Roman Catholic Voluntary Aided Comprehensive School must obtain a separate application form directly from the school concerned. The form overleaf should, however, also be completed and returned to the Headteacher of the child's existing primary school.

Should you wish to discuss this letter or any issues relating to admissions, please contact Kathryn Worwood on 01633 647344.

Yours sincerely,



Mark Provis
CHIEF EDUCATION OFFICER
(Enc)



INVESTOR IN PEOPLE

TORFAEN EDUCATION SERVICE
ADMISSION TO SECONDARY SCHOOL SEPTEMBER 2012 - PARENTAL RETURN FORM

SECTION 1 Personal Details

Child's full name Male / Female

Date of birth.....

Child's permanent home address

..... Post Code:
 (Confirmation of the child's home address must be provided)

Checked by School

Primary school currently attending

Please indicate if your child is in a Special Needs Unit at this school:

Yes No

Please indicate if your child is subject to a special needs statement:

Yes No

Please indicate if your child is a looked after child, i.e (in the care of social services) if Yes please state

corporate parent:.....

Yes No

SECTION 2 School Preference

Please indicate below your preferred choice of school(s) in order of preference; you may express more than one preference and give a reason for your preference.

1st choice of school..... Reason(s)

.....

2nd choice of school..... Reason(s)

.....

3rd choice of school..... Reason(s)

.....

SECTION 3 Siblings

Will your child have an older brother and/or sister at any of the school(s) you have listed in 2 in September 2012 residing at the same address, If so, please specify the child(ren)'s:

NAME	DATE OF BIRTH	SCHOOL
.....
.....
.....

If there are more applications than places available at any given school the authority's oversubscription criteria will apply.

SECTION 4 Legal Guardian

Are you the child's legal guardian? Yes/No

If 'NO' please confirm details of the legal guardian below and your relationship to the child:

.....

SECTION 5 Declaration

I HEREBY DECLARE THAT THE INFORMATION GIVEN BY ME ON THIS FORM IS ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND I WILL INFORM YOU OF ANY ALTERATION IN THE PARTICULARS GIVEN.

FULL NAME PARENT/CARER (PRINT) Miss, Ms, Mrs, MrSIGNATURE.....

DATE TEL. HOME TEL. WORK

**PLEASE RETURN TO THE HEADTEACHER OF YOUR CHILD'S PRESENT
 SCHOOL NO LATER THAN 2nd DECEMBER 2011**



Your ref/Eich cyf:
Our ref/Ein cyf: **AW/ADMGEN**
Date/Dyddiad:

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Direct line/Llinell uniongyrchol: **01633 647344**
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Annwyl Riant/Ofalwr

DERBYN PLANT I YSGOLION UWCHRADD – MEDI 2012

Mae paratodau ar y gweill i dderbyn plant i ysgolion uwchradd ym mis Medi 2012. Er mwyn caniatáu i'r Awdurdod ystyried derbyn eich plentyn (plant) i'r ysgol hon, rhaid i chi ddatgan eich dewis yn ysgrifenedig.

Mae'n rhaid i chi lenwi'r ffurflen sydd ar gefn y llythyr hwn a'i dychwelyd i ysgol bresennol eich plentyn cyn gynted â phosibl, a heb fod yn hwyrach na 2 Rhagfyr 2011. Byddwn yn rhoi gwybod i chi erbyn diwedd mis Chwefror 2012 p'un ai a lwyddodd yr Awdurdod i gydymffurfio â 'ch dewis chi.

Cydymffurfir cyn belled â phosib â dewis ysgol y rhieni, cyhyd nad yw'r dewis yn amharu ar ddarparu addysg effeithlon a/neu'r defnydd effeithlon o adnoddau.

Bwriad llyfryn yr Awdurdod "Llyfryn Gwybodaeth am Ysgolion" yw rhoi atebion i gwestiynau rhieni ynglyn â derbyn plant i ysgolion ac ynddo ceir gwybodaeth ynglŷn ag Addysg drwy Gyfrwng y Gymraeg ac Addysg Enwadol. Mae copi yn amgaeë dig er gwybodaeth i chi.

Dylai rhieni sy'n dymuno i'w plant fynychu Ysgol Gyfun Gatholig a Gynorthwyr yn Wirfoddol wneud cais am ffurflen gais ar wahân yn uniongyrchol gan yr ysgol dan sylw. Dylid hefyd gwblhau'r ffurflen dros y ddalen, a'i dychwelyd at Bennaeth ysgol gynradd bresennol y plentyn.

Os hoffech drafod y llythyr hwn neu unrhyw fater yn ymwneud â derbyn plant, cysylltwch â Kathryn Worwood ar 01633 647344.

Yr eiddoch yn gywir,



Mark Provis
PRIF SWYDDOG ADDYSG
(Amg)



INVESTOR IN PEOPLE

GWASANAETH ADDYSG TORFAEN
DERBYN PLANT I YSGOL UWCHRADD 2012 - FFURFLEN I RIENI

ADRAN 1 Manylion Personol

Enw llawn y plentyn Gwryw / Benyw

Dyddiad geni

Cyfeiriad cartref parhaol y plentyn

..... Côd Post:.....

(Mae'n rhaid darparu cadarnhad o gyfeiriad cartref y plentyn)

Ysgol gynradd a fynychir ar hyn o bryd

Gwiriwyd gan yr ysgol

Nodwch os yw eich plentyn mewn Uned Gofal Arbennig yn yr ysgol hon:

Ydy

Nac ydy

Nodwch os yw eich plentyn yn destun datganiad anghenion arbennig:

Ydy

Nac ydy

Nodwch os yw eich plentyn yn blentyn sy'n derbyn gofal, i.e. (hy yng ngofal gwasanaethau cymdeithasol) Ydyw

nodwch y rhiant corfforaethol.....

Ydy

Nac ydy

ADRAN 2 Dewis Ysgol

Nodwch isod eich dewis ysgol yn ôl eu trefn, fe allwch nodi mwy nag un, a rhowch rheswm dros eich dewis

1af ddewis.....Rheswm/rhesymau

.....

2ail ddewis.....Rheswm/rhesymau.....

.....

3ydd dewis Rheswm/rhesymau

.....

ADRAN 3 Brodyr a Chwiorydd

A fydd gan eich plentyn frawd a/neu chwaer hŷn yn unrhyw rhai o'r Ysgol(ion) a restrwyd yn Adran 2 ym mis Medi 2012.

Os "BYDD" nodwch fanylion y plentyn:-

ENW

DYDDIAD GENI

YSGOL

.....

.....

.....

ADRAN 4 Gwarcheidwad Cyfreithiol

Ai chi yw gwarcheidwad cyfreithiol y plentyn? Ie/Na

Os 'Na' a fydddech cystal â chadarnhau manylion y gwarcheidwad cyfreithiol isod:

.....

Os oes mwy o geisiadau nac sydd o leuedd ar gael mewn unrhyw ysgol defnyddir meini prawf gor-danysgrifio yr Awdurdod.

ADRAN 5 Datganiad

RWYF YN DATGAN DRWY HYN FOD Y WYBODAETH A RODDWDYD GENNYF YN Y FFURFLEN HON YN GWIR AC YN GYFLAWN HYD EITHAF FY NGWYBODAETH AC FE FYDDAF YN RHOI GWYBOD I CHI OS BYDD UNRHYW NEWIDIADAU I'R MANYLION A RODDWDYD.

ENW LLAWN RHIANT/GOFALWR MISS, MS, MRS, MR..... LLOFNOD

(LLYTHRENAU BRAS)

DYDDIADRHIF FFÔN GARTREFRHIF FFÔN GWAITH.....

**A FYDDECH CYSTAL Â I DYCHWELD I BENNAETH YSGOL BRESENNOL EICH
PLENTYN ERBYN 2 RHAGFYR 2011 FAN BELLAF**

