



Starting School

A Guide to Admission
Arrangements and
Education Services
2025-26



This publication is also available in Welsh

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Introduction

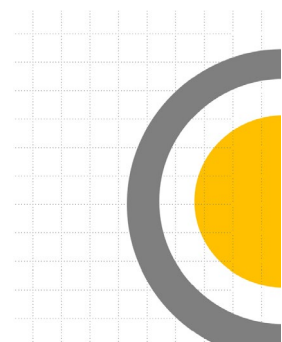
The aim of the Directorate of Education & Corporate Services is to secure equality of access through promoting and supporting the development of inclusive education and giving a commitment to providing quality education and services within available resources.

The information contained within this booklet relates to the school year 2025 / 2026 and is correct at the time of publication. Although published initially to comply with the requirements of the Education Acts 1980 -1998, and appropriate regulations deriving thereof, it also sets out details in relation to many aspects of education within the Caerphilly County Borough Council area.

Schools have their own prospectus, and parents are encouraged to speak with the Headteacher in order to gain further information about the school. The Education Officers within the directorate will also help whenever necessary.

It is hoped that the information on admissions and appeals arrangements, together with the information about each individual school, will assist parents when choosing a school.

The Directorate of Education & Corporate Services would like to assure parents that the Council will deal with each application in a fair and equitable manner, using the criteria outlined in the booklet.



Section 1 - Important Dates

School Term Dates and Holidays 2025-26

Autumn Term 2025

Term starts 1st September 2025

Half term starts 27th October 2025

Half term ends 31st October 2025

Term ends 19th December 2025

Spring Term 2026

Term starts 5th January 2026

Half term starts 16th February 2026

Half term ends 20th February 2026

Term ends 27th March 2026

Summer Term 2026

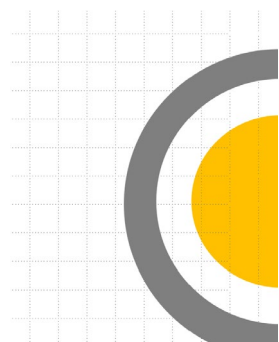
Term starts 13th April 2026

Half term starts 25th May 2026

Half term ends 29th May 2026

Term ends Monday 20th July 2026

In addition to the above dates, six staff training (INSET) days are available to be used at each schools' discretion. Parents should contact the school to determine when these are likely to be.



Timetable for admissions to schools September 2025

Admission to Secondary School

Forms available online 2nd September 2024.

Closing date for applications 25th October 2024

Parents notified of outcome 3rd March 2025*

Admission to Primary School

Forms available online 2nd September 2024

Closing date for applications 13th December 2024

Parents notified of outcome 16th April 2025*

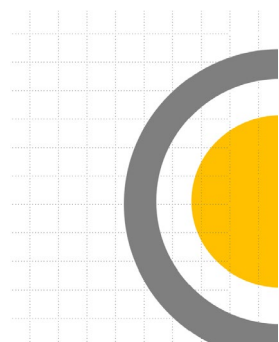
Admission to Nursery

Forms available online 2nd September 2024

Closing date for applications 21st February 2025

Parents notified of outcome End of May 2025*

** These dates apply to the outcome of on-time applications.*



Section 2 - Admission Policy

School Admissions

In line with the School Standards and Framework Act 1998, subsequent legislative updates and Welsh Government's (W.G.'s) Schools Admissions Code, these admission arrangements will aim to ensure that:

- Parents' preference for the schools of their choice is considered in the context of a legislative framework, which has regard to the provision of efficient education and the efficient use of resources.
- Admissions criteria are clear, fair and objective, for the benefit of all children including children with special educational needs or with disabilities.
- Local admission arrangements contribute to improving standards.
- The Local Authority (L.A.) consults with neighbouring Admission authorities and co-ordinates arrangements, including the rapid reintegration wherever reasonable of children who have been excluded from other schools.
- Parents have easy access to helpful admissions information.

The L.A.'s admission arrangements seek to achieve full compliance with all relevant legislation and guidance, including legislation on infant class sizes and equal opportunities (Equalities Act 2010, the Human Rights Act 1998 and the Welsh Language Act 1993) and take full account of the guidance in the Code issued by the Welsh Government.

The Equality Act 2010 and Caerphilly County Borough Council's (CCBC) Strategic Equality Scheme emphasises the legal general duty the Council and its partners have to:-

- eliminate unlawful discrimination.
- promote equal opportunities.
- promote good relations and mutual respect.

This Council will work actively against discrimination and seek to create equal access to its services for all; irrespective of ethnic origin, sex, age, marital status, sexual orientation, disability, gender reassignment, religious beliefs or non-belief, language, nationality, responsibility for any dependents or any other reason which cannot be shown to be justified.

Choosing a School

The entry of children to schools is controlled and administered by an 'Admissions Authority'. In the case of Community Schools, this is the Caerphilly County Borough Council (the LA). In the case of the one Voluntary Aided School (St. Helen's Roman Catholic Primary School) the Admissions Authority is the Governing Body of the school. Within the County Borough, each school has an area that it traditionally serves called the "catchment area". In line with legislation, LAs must allow all parents the opportunity to express a preference for the school they wish their child to attend.

Parents may exercise their right to express a preference at the following times:

- On admission to an infant school or the infant department of a primary school.
- On transfer from infant to junior school or infant school to junior department of a primary school.
- On transfer from junior or primary to secondary school.
- When parents wish to transfer their child from one school to another.

Parents may also express a preference for their child to attend a Voluntary Aided School.

Note - Pupils who reside within a defined catchment area of a school do not have an automatic right to attend that school. An application must be made, and the placements will be allocated in accordance with the L.A.s admissions procedure.

The LA (in the case of Community Schools) and School Governing Body (in the case of Voluntary Aided) must comply with any preference, which is expressed, provided there is room within the school. However, the decision to admit pupils, must take account of:

- the overall provision of efficient education and efficient use of resources.
- whether it is a co-educational or single sex school.
- Section 87 of the School Standards and Framework Act 1998 (and subsequent legislative updates and WGs Schools Admissions Code), which also allows an admission authority to refuse to comply with parental preference for a period of two years following a second or subsequent exclusion.
- where to admit would be incompatible with the duty to meet Infant class size limit of 30 because the admission would require measures to be taken to comply with those limits which would cause prejudice to efficient education or efficient use of resources.

The local catchment areas for schools providing primary education are normally grouped together to form a linked catchment area for each maintained secondary school (see page 33).

Note - Admission or attendance at the feeder junior/ primary school does not provide automatic entry to the chosen secondary school. All parents are required to complete admissions forms at the appropriate time.

All schools within the L.A. aim to provide their pupils with an educational opportunity, which is best suited to each individual child. Some pupils will, however, have learning needs requiring special educational provision. In some instances, parents will already be receiving specialist support and guidance regarding the choice of school for their child.

All parents, however, are encouraged to discuss possible areas of concern with their local Headteacher who may then seek specialist advice.

Welsh Medium Schools

All of the above arrangements apply equally to Welsh Medium schools within the Authority.

Admission to Welsh medium primary schools is not dependent upon the parents or pupils being fluent Welsh speakers.

There are currently 11 Welsh medium primary schools within the LA whose catchment areas cover the entire LA's boundary and are not restricted to the catchment areas of the local English medium school. Ysgol Gyfun Cwm Rhymni will provide Welsh medium secondary education to all CCBC resident pupils, subject to parental preference.

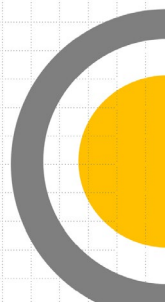
Admission Limit

All maintained schools will admit pupils up to their admissions number. A child will normally be offered admission to the school of the parents' preference unless applications exceed the admission number, when this occurs all applications for that school will be assessed against the oversubscription criteria.

The normal ages for admission to CCBC schools are:

- Age 3/4 in Nursery;
- Age 4/5 in Infant and Primary Schools;
- Age 7/8 in Junior Schools;
- Age 11/12 in Secondary Schools.

Note - You will need to submit an online application at each of the above stages.



Where you submit an application for your child to attend Reception at a Primary School, an application will not be required for them to attend the Junior phase. Likewise, if you submit an application for your child to attend Reception at Idris Davies 3 to 18 School, you will not need to submit an application for the Junior or Secondary phase.

The L.A.'s policy is to provide all 3- to 4-year-old children in the Caerphilly County Borough an entitlement to a funded part-time nursery place at their local infant or primary school.

Oversubscription Criteria

Where we receive more applications than places available, places are allocated in the following order:-

1. Looked After Children (children in public care) and those who were previously Looked After Children.
2. Those children who live in the school's catchment area on or before the published closing date.

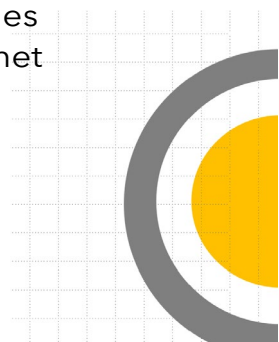
Note: Those children who live within the school's catchment area and have a sibling already attending the school will be admitted first (the sibling must be of statutory school age), and then those children who live within the school's catchment without a sibling will be admitted.*

3. Children with siblings* living in the same household attending the school in September 2025. The sibling must be of statutory school age.
4. After taking account of the above categories, priority will be based on the closeness to the school measured automatically by the L.A.'s G.I.S (Geographical Information System).

Distance is measured from the grid reference of the property to the grid reference of the school (as recorded in the GIS system). *If the L.A. has the situation where any home addresses calculate the same distance, then a trundle wheel will be used to establish the nearest address.*

**A sibling is a child who is the brother/sister, half-brother/sister (children who share one common parent), stepbrother /sister where two children are related by marriage. This definition also includes adopted or fostered children living at the same address.*

It should also be noted that any pupils with a statement of special educational needs or an Individual Development Plan (I.D.P.) that specifies that they must attend a specific school in order that their needs can be met will also be admitted.



Addresses

When considering whether a child lives in a school's catchment area, the address considered is that of the parent or legal guardian, irrespective of a family's domestic arrangements. i.e. the address of another relative or childminder etc. must not be given. In certain cases, it may be necessary to provide evidence relating to the child(ren) in question, to show the home address of the child(ren).

Note - Where parents have shared responsibility for a child, and the child lives with both parents for part of the week then the home address will be determined as the address to which the Child Benefit is paid. Parents will be required to provide documentary evidence to support the address they wish to be considered for allocation purposes.

Note - The address must be an address that is occupied by the family - it cannot be a property that is just owned or purchased by the family.

Multiple Birth Children (e.g., twins or triplets)

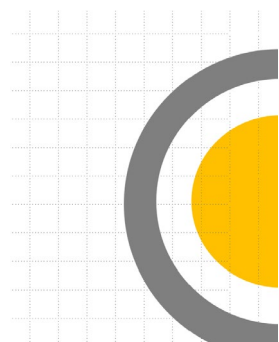
If when applying the oversubscription criteria, the last child to be admitted is one of a multiple birth e.g. twin or triplet then the LA will also admit the other sibling(s).

Children of UK Service Personnel

Children of UK service personnel will be treated as in catchment if their application form is accompanied by an official Ministry of Defence (MOD) letter declaring a definite return date and confirmation of the new address. Pupils from outside the school's catchment area will be admitted in accordance with parental preference if the Admission Number of the school, class or unit has not been reached and, if selection is necessary, the criteria shown above will be used.

Children with a Statement of Special Educational Needs or an Individual Development Plan

The Local Authority is required by the Education Act 1996 to admit to the school a child with a Statement of Special Educational Needs that names the school and from 1 September 2021, section 48 of the 2018 Additional Learning Needs and Education Tribunal (Wales) Act requires the governing body of a maintained school in Wales to admit a child to the school if the school is named in the child's individual local authority development plan for the purpose of that section, which is to secure the child's admission to the school. This duty applies despite the limits on infant class sizes and even if admitting the child would result in the school exceeding its admission number. The duty to admit applies at all times, including where a school is named in a plan outside the normal admission round.



Waiting Lists

Following the allocation of places during the normal admission round any pupil that is refused admission to an oversubscribed school will remain on a waiting list for placement until the 30th September of that school year and, should a placement become available, the placement will be allocated in line with the authority's oversubscription criteria. After the 30th September parents will need to make a new application for admission to their preferred school.

Primary Education

Every child is required by law to receive full time education from the beginning of the school term after his/her fifth birthday. In CCBC, however, all children are able to start school full time at the beginning of the school year (September) in which they become five i.e. between the 1st September and the 31st August. Parents are able to defer the start of a child until the term following their fifth birthday.

All children are able to attend school on a part time basis in the September following their third birthday. Children between the ages of 3/4-11 are recognised as pupils receiving primary education. In Caerphilly County Borough, primary education is provided either in separate infant or junior schools, or in primary schools with one complete 3/4 -11 age range.

Reduction of Infant Class Sizes

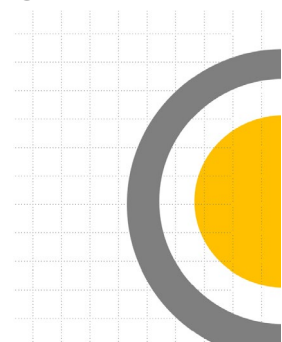
Choosing a school for the first time for a young child is especially important, both for parents and for children themselves. In accordance, with Infant Class Size Legislation, infant classes at a maintained school should contain no more than 30 pupils where a teaching session is managed by a single qualified teacher (or where the session is managed by more than one qualified teacher, no more than 30 pupils for every teacher).

Admission to an Early Years Placement at a Nursery School

Children born between the 1st September and the 31st March maybe entitled to an Early Years placement (term after their 3rd birthday) at their local Primary/Infant school dependent on availability.

Where a school has reached their Admission Number in their current nursery and where the in-catchment pupils exceed 70%, only pupils who reside within the schools catchment area will be admitted into an Early Years placement.

Note - Admission into an Early Years place in either the Spring or Summer term does not entitle your child to continue in the nursery year at the school. An application for admission into the nursery year at the school will need to be made at the relevant time.



Admission to Nursery School

The number of places available in a nursery year is set by the LA and the decision whether to admit your child will be taken in accordance with the LA's guidelines.

Note - Pupils who are admitted into a nursery year will not have an automatic right to continued education within that school. A formal application must be made for entry into the reception year at the appropriate time.

Admission to Infant Schools or Infant Department within Primary Schools

Pupils who attain the age of five during the school year may be admitted to an infant school/department, at the commencement of the school year in September. Pupils admitted to a separate infant school will not have an 'automatic' right to continued education at the feeder Junior School which serves the same catchment area. Whilst every effort will be made to accommodate such pupils, a formal application must be made for transfer to the Junior school at the appropriate time.

Transfer to Junior Schools

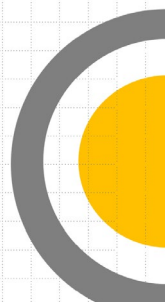
Children enter or transfer to a Junior School on the first day of the Autumn term following their seventh birthday. In Primary Schools the infant and junior sections are simply departments of the same school and children progress through the school from the infants to juniors without having to transfer elsewhere.

Whilst every effort will be made to accommodate such pupils, a formal application must be made for transfer to the Junior school at the appropriate time.

Changing Schools/ School Transfers

Changing schools is a significant step for your child to take. In the case of moving the family home, such a decision may well be a necessity and you will need to contact your local school or the Directorate of Education and Corporate Services for assistance. If, however, you would like your child to transfer from one school to another, please contact the Headteacher of your child's current school first. Should you still wish to proceed with these transfer arrangements; you can apply at <https://caerphilly.gov.uk/schooladmissions>

If there is a suitable vacancy, your child will be admitted to the school. Parents should note, however, that in Primary Schools, classes may include more than one age group and the Headteacher will have the task of locating your child in the most appropriate class. If the child is in years 10 or 11, the range of subject options chosen may also be a factor. If that particular year has not reached the school's admissions number, then your child will be admitted to the school. Parents should note, however, that curriculum option choices may vary from school to school.



Admission to Secondary Schools

Admission to Secondary Schools

Children normally transfer from primary school to secondary school at the beginning of the school year following their eleventh birthday. If your child was born between 1st September 2013 and 31st August 2014, she/he will transfer to secondary school in September 2025. Headteachers of primary schools will be able to inform parents of the secondary school which their children should normally attend. It should be noted that the home address denotes which school is the 'catchment' school and not the primary school attended. Whilst every effort will be made to accommodate pupils, an application must be made for transfer to secondary schools at the appropriate time.

Applying for a Place

When you apply for a place at a particular school, you must complete the relevant application form online at <https://www.caerphilly.gov.uk/schooladmissions>

You must apply by the closing date for admission in September 2025.

If you require assistance with completing the form, please contact the school admissions team on 01443 864870.

The LA will inform you whether, or not it is possible for your child to attend your preferred school. Each school produces a prospectus, which contains relevant information including school aims and educational beliefs, the organization of the school and curriculum opportunities, including out of school activities. This school prospectus is available from the Headteacher.

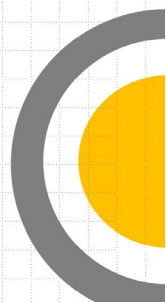
Late Applications

Any applications that are received after the closing date for admission will be refused if the school is oversubscribed unless the family has just moved into the catchment area and the application is received before the offer of places are made. If the application is received after the places have been offered and documented evidence is provided to demonstrate that the family have moved into the catchment area of the school the pupil will be given higher priority on the waiting list. Places will then be allocated using the authority's oversubscription criteria.

Note - If you apply after the closing date, your child could miss out on a place at your preferred school. All available spaces will be allocated to on-time applicants first.

Withdrawing Offers of Places

The offer of a school place will be withdrawn on the basis of a fraudulent or intentionally misleading application being received (e.g. falsely claiming to reside within a catchment area of a school).



Parental Disputes

The Admissions Authority will not become involved in any parental disputes. Where there is a disagreement between those with parental responsibility, this will be a matter to be resolved via the Family Court.

Sixth Form Admissions

The admission of Sixth Form pupils to Community Schools is determined by individual schools. Therefore, applications should be made directly to the school.

What Happens if your Child is Refused a Place?

In the vast majority of cases children are offered places at their parents' first choice of school. If, however, your child is unable to gain admission, you will need to decide whether you are willing to accept a place offered at a different school, or whether you wish to continue with your first application. If you choose the latter course, you may appeal to an Independent Appeal Panel. This Independent Appeal Panel will judge whether the school is full and, should that be the case, whether the parent's application is so strong that the child should still be offered a place.

Note - There is no right of appeal for Nursery places.

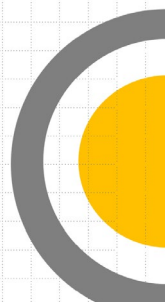
Registering your Appeal

You may make a formal appeal against the LA's decision, but this must be received within 28 calendar days of you being notified of the decision not to admit your child to your chosen school. You should forward this appeal to schooladmissions@caerphilly.gov.uk

The LA will refer the appeal to the Council's Legal Department who will arrange for the appeal to be heard by an Independent Appeal Panel and will set a time and place for the hearing. The Panel will afford parents an opportunity of appearing and making their representations (oral and/or written). Parents are able to seek admission to an alternative school whilst they are pursuing an appeal.

Parents, however, are advised that: -

- They may elect not to attend the appeal meeting and, instead, allow the appeal to be considered on a written statement.
- The outcome of the appeal will be decided on the information available.
- They will be given at least fourteen days (from the date of posting) written notice of the meeting of the Appeal Hearing.
- They are welcome to be accompanied by a friend, or represented by a solicitor, but that, in the latter case, the Directorate of Education and Corporate Services should be informed at least seven days before the



hearing.

- A separate Appeal Panel hears appeals against decisions of the Governing Body of a Voluntary Aided or Foundation School. Guidance on such an appeal should, therefore, be sought from the school concerned.
- Please note that limitations will be placed on the powers of the appeal panel to allow appeals against the refusal to admit a child to a school where infant class size legislation applies.
- The LA will not consider a second appeal application unless there is a significant change in circumstances (which will need to be evidenced).

St. Helen's Roman Catholic Primary School Admissions

The Governing Body has sole responsibility for admissions to St. Helen's. The Governing Body will admit pupils up to the School's Admissions Number which is 30.

For further information contact the school directly on 029 20 852532.

Disability Discrimination

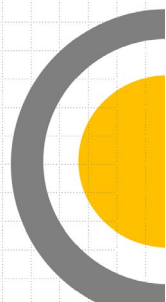
The Council has in place an Accessibility Strategy, which details how the Council will meet its duties under the Equality Act 2010 and preceding Disability Discrimination legislation.

The Strategy covers access to premises for staff, visitors and pupils. The strategy contains the Council's plans to improve physical access to school premises across the borough to minimise the barriers to disabled pupils accessing education. In a number of cases, due to the topography of a school site, it may not be deemed accessible for a child with a physical disability. In such cases parents/guardians will be provided with the details of the nearest accessible school which is able to meet the child's needs.

Admissions forms are screened by Education in order to highlight any children with medical condition/physical disability. Parents will be contacted at the earliest opportunity to discuss the child's needs and a suitable school placement will be considered. The School and Officers of the Council work closely with parents to ensure that detailed assessments are in place to support the inclusion of pupils, where possible within their chosen school.

Usage of Accommodation

The LA continually reviews the usage of accommodation at all Infant, Junior and Primary schools and subsequently updates the Capacity and Admission Number to reflect this review. Allocation of placement will be carried out using the Authority's published admission arrangements.



Admission Forum

In line with The Education (Admission Forums) (Wales) Regulations 2003 the Authority has established an Admission Forum which will enable us to bring together admission authorities and others with an involvement in school admissions within the area.

Welsh Language Policy

In accordance with the Welsh Government's Welsh-medium Education Strategy (April 2010), the LA's policy is that every child should have the opportunity to learn and use the Welsh language effectively. Currently provision is made for this in the following ways, in line with the LA Welsh in Education Strategic Plan.

Education is available at Welsh Medium Primary Schools to all pupils whose parents select that medium of education. Although the main medium of instruction is Welsh, pupils in Key Stage 2 also study the National Curriculum programmes of study for English to the appropriate level.

Pupils will be able to continue their education at a Welsh Medium Comprehensive School.

There are many ways to learn Welsh in Caerphilly borough. Research suggests that immersing children, young people or adults in the language is the fastest way to learn a new language. Welsh language provision allows children and young people to experience the Welsh language and become immersed in it day on day enabling quicker language acquisition.

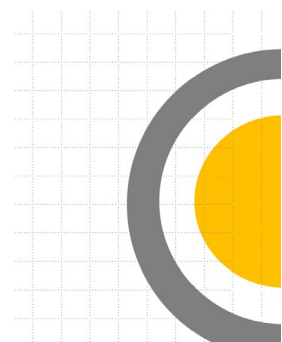
Our Caerphilly latecomer's immersion model is being developed and aims to support children and young people new to the language to become immersed in Welsh taught by specialist staff to quickly support the foundation development of their Welsh language skills and continue development further in their own school.

The Teaching of Welsh as a Second Language in English Medium Schools

In the foundation Phase Welsh is taught to all pupils. The emphasis is on using the language with purpose and in meaningful situations. In addition, the incidental use of the language during the school day is encouraged.

At Key Stage 2, the language is further developed orally and more attention is given to teaching, reading and writing skills.

At Key Stages 3 and 4 Welsh is taught to all pupils. Opportunities are provided in all schools for pupils to continue their studies for both the 16+ and "A" level examinations.



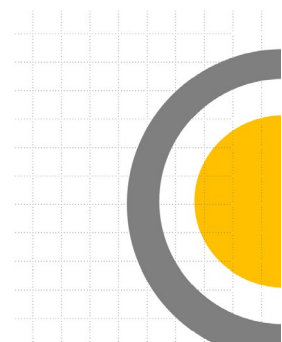
Section 3 -Schools

All schools are day or co-educational unless otherwise stated.

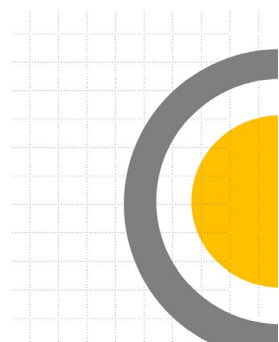
The Local Authority is constantly reviewing the Planning of School Places resulting in changes to the Published Admission Number of a school. Subsequently the Admission Number recorded against the relevant school may be amended following the publication of this booklet.

English Medium Nursery and Primary Schools

1. Aberbargoed Primary School
Address: Heol Ysgol Newydd, Aberbargoed, Bargoed, CF81 9DD
Tel No: 01443 875512
Headteacher: Ms. S. Everson
E Mail: aberbargoedprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 30
2. Abercarn Primary School
Address: Chapel of Ease, Abercarn, NP11 5LH Tel No: 01495244566
Headteacher: Mr. G. Roden
E Mail: abercarnprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 33
3. Bedwas Infant School
Address: St. Mary's Street, Bedwas, Caerphilly, CF83 8EE
Tel No: 029 20 852512
Headteacher: Mrs. V. Jenkins-Delf
E Mail: bedwasinfants@sch.caerphilly.gov.uk Age Range: 3 to 7
Admission Number: 40
4. Bedwas Junior School
Address: Church Street, Bedwas, Caerphilly, CF83 8EB Tel No: 029 20 852511
Headteacher: Mrs. V. Jenkins-Delf
E Mail: bedwasjunior@sch.caerphilly.gov.uk Age Range: 7 to 11
Admission Number:43



5. Blackwood Primary School
Address: Apollo Way, Blackwood, NP12 1WA Tel No: 01495 224111
Headteacher: Mrs. K. Davies
E Mail: blackwoodprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 60
6. Bryn Awel Primary School
Address: Eglwys Fan, Rhymney, NP22 5QA Tel No: 01685 840230
Headteacher: Ms. C. Davies
E Mail: brynawelprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 24
7. Bryn Primary School
Address: Forest Hill, The Bryn, Pontllanfraith, Blackwood, NP12 2PL Tel No: 01495 225690
Headteacher: Mrs. J. Khan
E Mail: brynprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 29
8. Cefn Fforest Primary School
Address: (Infants) Tyncoed Crescent, Cefn Fforest, Blackwood, NP12 3LL Address: (Juniors) Cefn Fforest Avenue, Cefn Fforest, Blackwood, NP12 3JX Tel No: 01443 830449
Headteacher: Mrs. J. Farmer
E Mail: cefnfforestprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 36
9. Coed Y Brain Primary School
Address: School Street, Llanbradach, Caerphilly, CF83 3LD Tel No: 029 20 852513
Headteacher: Ms. C. Wilson
E Mail: coedybrainprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 32
10. Crumlin High Level Primary School
Address: Commercial Road, Crumlin, NP11 4PX Tel No: 01495 244606
Headteacher: Mr. C. George
E Mail: crumlinhighlevelprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 18



11. Cwmaber Infant School
Address: Bryngelli Terrace, Abertridwr, Caerphilly, CF83 4FF Tel No: 029 20 832231
Headteacher: Mrs. B. Davies
E Mail: cwmaberinfant@sch.caerphilly.gov.uk Age Range: 3 to 7
Admission Number: 30

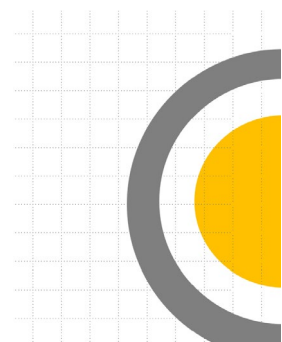
12. Cwmaber Junior School
Address: Brynhafod Road, Abertridwr, Caerphilly, CF83 4BH Tel No: 029 20 832231
Headteacher: Mrs. B. Davies
E Mail: cwmaberjunior@sch.caerphilly.gov.uk Age Range: 7 to 11
Admission Number: 30

13. Cwmcarn Primary School
Address: Newport Road, Cwmcarn, Crosskeys, Np11 7LZ Tel No: 01495 270494
Headteacher: Mrs. H. Robbins
E Mail: cwmcarnprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 33

14. Cwmfelinfach Primary School
Address: King Street, Cwmfelinfach, Ynysddu, NP11 7HL Tel No: 01495 200225
Headteacher: Mr. D. Witchell
E Mail: cwmfelinfachprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 29

15. Cwm Ifor Primary School
Address: Heol Aneurin, Penyrheol, Caerphilly CF83 2PG Tel No: 029 20852509
Headteacher: Mr. G. Rees
E Mail: cwmiforprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 30

16. Cwrt Rawlin Primary School
Address: Cae Meillion, Caerphilly CF83 1SN Tel No: 029 20807007
Headteacher: Mrs. T. Lloyd
E Mail: cwrtawlinprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 47



17. Deri Primary School

Address: Glynmarch Street, Deri, Bargoed CF81 9HZ Tel No: 01443 875516

Headteacher: Ms. S. Martin

E Mail: deriprimary@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 11

18. Derwendeg Primary School

Address: Hengoed Road, Cefn Hengoed, Hengoed, CF82 7HP Tel No: 01443 813138

Headteacher: Mrs. L. Wangiel

E Mail: derwendegprimary@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 29

19. Fleur-de-Lys Primary School

Address: School Street, Fleur-de-Lys, Blackwood NP12 3UX Tel No: 01443 830539

Headteacher: Mrs. S. Witchell

E Mail: fleurdelysprimary@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 16

20. Fochriw Primary School

Address: Pontlottyn Road, Fochriw, Bargoed CF81 9LL Tel No: 01685 841236

Headteacher: Mrs. S. Pascoe

E Mail: fochriwprimary@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 12

21. Gilfach Fargoed Primary School

Address: Vere Street, Gilfach, Bargoed CF81 8LB Tel No: 01443 875510

Headteacher: Mrs. C. Rees

E Mail: gilfachfargoedprimary@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 21

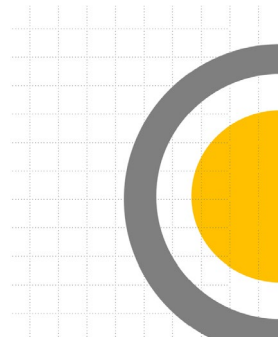
22. Glyngaer Primary School

Address: Oxford Street, Gelligaer, Hengoed CF82 8FF Tel No: 01443 875518

Headteacher: Mrs. N. Cushion

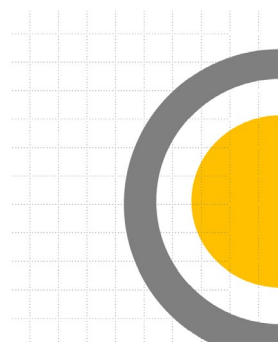
E Mail: glyngaerprimary@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 37

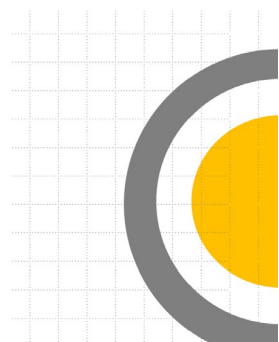


23. Graig y Rhacca Primary School
Address: Addison Way, Machen, Caerphilly CF83 8WW Tel No: 029 20852516
Headteacher: Miss. N. Thain
E Mail: graigyrhaccaprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 25
24. Greenhill Primary School
Address: Penywrlod, Gelligaer, Hengoed, CF82 8EU Tel No: 01443 875521
Headteacher: Miss. L. Jones
E Mail: greenhillprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 24
25. Hendre Infants School
Address: St. Cenydd Road, Trecenydd, Caerphilly CF3 2RP Tel No: 029 20852519
Headteacher: Mr. J. Farmer
E Mail: hendreinfants@sch.caerphilly.gov.uk Age Range: 3 to 7
Admission Number: 38
26. Hendre Junior School
Address: St. Cenydd Road, Trecenydd, Caerphilly CF83 2RP Tel No: 029 20852518
Headteacher: Mr. J. farmer
E Mail: hendrejunior@sch.caerphilly.gov.uk Age Range: 7 to 11
Admission Number: 52
27. Hendredenny Park Primary School
Address: Groeswen Drive, Hendredenny, Caerphilly CF83 2BL Tel No: 029 20852520
Headteacher: Mrs. C. Walsh
E Mail: hendredennyparkprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 29
28. Hengoed Primary School
Address: Chapel Terrace, Hengoed CF82 8JU Tel No: 01443 812909
Headteacher: Mr. J. Lloyd
E Mail: hengoedprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 24

29. Libanus Primary School
Address: Libanus Road, Blackwood NP12 1EH Tel No: 01495 225736
Headteacher: Mrs. N. Williams
E Mail: libanusprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 44
30. Llancaeath Junior School
Address: Commercial Street, Nelson CF46 6HL Tel No: 01443 450211
Headteacher: Mrs. L. Greenhalgh
E Mail: llancaeachjunior@sch.caerphilly.gov.uk Age Range: 7 to 11
Admission Number: 46
31. Llanfabon Infants School
Address: Bryncelyn Avenue, Nelson CF46 6HL Tel No: 01443 450275
Headteacher: Mrs. S. Snelgrove
E Mail: llanfaborinfants@sch.caerphilly.gov.uk Age Range: 3 to 7
Admission Number: 40
32. Machen Primary School
Address: Commercial Street, Machen Caerphilly CF83 8NA Tel No:
01633 440403
Headteacher: Mr. J. Preston
E Mail: machenprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 23
33. Maesycwmmmer Primary School
Address: Tabor Road, Maesycwmmmer, Hengoed CF82 7PU Tel No:
01443 812148
Headteacher: Mr. J. Harris
E Mail: maesycwmmmerprimary@sch.caerphilly.gov.uk Age Range:
Admission Number: 22
34. Markham Primary School
Address: Pantycefn Road, Markham, Blackwood NP12 0QD Tel No:
01495 224811
Headteacher: Mrs. L. Pritchard
E Mail: markhamprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 27



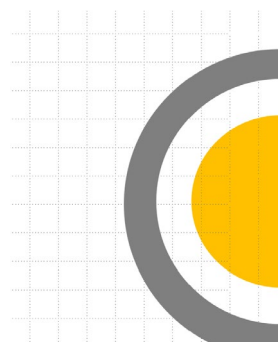
35. Nant y Parc Primary School
Address: Universal Site, Senghenydd, Caerphilly CF83 4GY Tel No: 029 20832116
Headteacher: Mrs. N. Davies
E Mail: nantyparcprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 29
36. Panside Primary School
Address: Old pant Road, Newbridge NP11 5DE Tel No: 01495 243286
Headteacher: Mrs. K. Bennett
E Mail: pansideprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 29
37. Park Primary School
Address: Park Crescent, Bargoed CF81 8PN Tel No: 01443 830429
Headteacher: Mrs. C. Rees
E Mail: parkprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 20
38. Pengam Primary School
Address: Commercial Street, Pengam, Blackwood NP12 3ST Tel No: 01443 830429
Headteacher: Mrs. S. Witchell
E Mail: pengamprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 28
39. Penllwyn Primary School
Address: Fleur de Lys Avenue, Pontllanfraith, Blackwood NP12 2NT Tel No: 01495 223505
Headteacher: Mrs. E. Jones
E Mail: penllwynprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 19
40. Pentwynmawr Primary School
Address: Tonypistyll Road, Newbridge NP11 4HJ Tel No: 01495 243400
Headteacher: Mr. J. Harris
E Mail: pentwynmawrprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 17



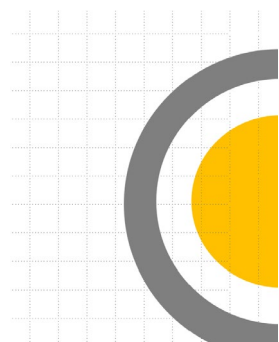
41. Phillipstown Primary School
Address: Cefn Rhychdir Road, Phillipstown, New Tredegar NP24 6XE
Tel No: 01443 875522
Headteacher: Mrs. L. Jones
E Mail: phillipstownprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 20
42. Plasfelin Primary School
Address: Lewis Drive, Churchill Park, Caerphilly Tel No: 029 20852523
Headteacher: Mr. M. Jones
E Mail: plasfelinprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 56
43. Pontllanfraith Primary School
Address: Penmaen Road, Pontllanfraith, Blackwood NP12 2DN Tel No:
01495 222128
Headteacher: Mrs. A. Taylor
E Mail: pontllanfraithprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 24
44. Rhiw Syr Dafydd Primary School
Address: Maes-y-Garn Road, Oakdale, Blackwood NP12 0NE Tel No:
01495 222829
Headteacher: Mr. C. George
E Mail: rhiwsyrdafyddprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 77
45. Rhydri Primary School*
Address: Rudry, Caerphilly CF83 3DF Tel No: 029 20 852525
Headteacher: Mrs. V Jenkins-Delf
E Mail: rhydriprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 12

**Council members have agreed to consult on the potential closure of the school. This consultation will commence September 2024*

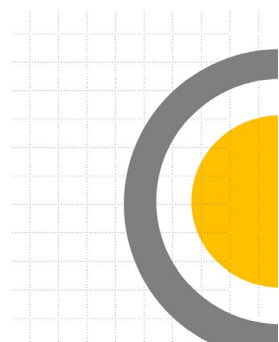
46. Risca Primary School
Address: Dan y Graig Road, Risca NP11 6DB Tel No: 01633 612429
Headteacher: Mrs. J. Arthur
E Mail: riscaprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: Infants - 29, Junior - 60



47. St. Gwladys Bargoed School
Address: Church Place, Bargoed CF81 8RP Tel No: 01443 875523
Headteacher: Mrs. K. Evans
E Mail: stgwladysbargoedschool@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 56
48. St. James Primary School
Address: Pen-y-Cae, Caerphilly CF3 3GT Tel No: 029 20852522
Headteacher: Ms. C. Price
E Mail: stjamesprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 42
49. The Twyn School
Address: East View, Caerphilly CF83 1UT Tel No: 029 852527
Headteacher: Mr. L. Thomas
E Mail: thetwynschool@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 56
50. Tiryberth Primary School
Address: New Road, Tiryberth, Hengoed CF82 8AU Tel No: 01443 875526
Headteacher: Mrs. L. Lloyd
E Mail: tiryberthprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 19
51. Trinant Primary School
Address: Conway Road, Pentwyn, Crumlin NP11 3JN Tel No: 01495 214357
Headteacher: Mrs. S. James
E Mail: trinantprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 29
52. Ty Isaf Infants School
Address: Mill Street, Risca Tel No: 01633 612400
Headteacher: Ms. R. Luxton
E Mail: tyisafinfants@sch.caerphilly.gov.uk Age Range: 3 to 7
Admission Number: 40



53. Tynewydd Primary School
Address: Greenfield, Newbridge NP11 4QZ Tel No: 01495 243312
Headteacher: Mr. M. McCabe
E Mail: tynewyddprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 33
54. Ty Sign Primary School
Address: Elm Drive, Risca, Newbridge NP11 6HJ Tel No: 01633
612813
Headteacher: Mrs. N. Long
E Mail: tysignprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 64
55. Tyn-y-Wern Primary School
Address: Heol yr Ysgol, Trethomas, Caerphilly Cf83 8FL Tel No: 029
20852528
Headteacher: Mrs. S. Goodliffe
E Mail: tynywernprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 31
56. Upper Rhymney Primary School
Address: Oakland Terrace, Rhymney NP22 5EP Tel No: 01685 840293
Headteacher: Miss. S. King
E Mail: upperrhymneyprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 22
57. Waunfawr Primary School
Address: Waunfawr Road, Crosskeys NP11 7PG Tel No: 01495 270269
Headteacher: Mrs. M. Armishaw
E Mail: waunfawrprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 25
58. Whiterose Primary School
Address: School Street, Elliots Town, New Tredegar NP24 6DW Tel No:
01443 828060
Headteacher: Mrs. K. Thompson
E Mail: whiteroseprimary@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 33



59. Ynysddu Primary School

Address: High Street, Ynysddu NP11 7JH Tel No: 01495 200223

Headteacher: Mr. D. Witchell

E Mail: ynysdduprimary@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 16

60. Ystrad Mynach Primary School

Address: Lewis Street, Ystrad Mynach, Hengoed CF82 7AQ Tel No:
01443 812707

Headteacher: Mr. J. Lloyd

E Mail: ystradmynachprimary@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 54

Welsh Medium Primary Schools

61. Ysgol Bro Sannan

Address: Ty Fry Road, Aberbargoed, Bargoed Cf81 9FN Tel No:
01443 828000

Headteacher: Mr. J. Hallett

E Mail: ysgolbrosannan@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 24

62. Ysgol Gymraeg Bro Allta

Address: Central Street, Ystrad Mynach, Hengoed CF82 7XQ Tel No:
01443 814883

Headteacher: Mrs. M. Jones

E Mail: ysgolgymraegbroallta@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 44

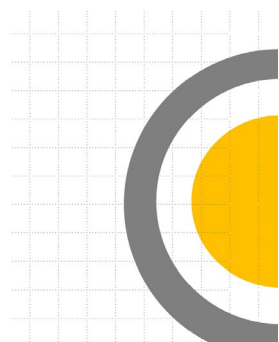
63. Ysgol Gymraeg Cwm Derwen

Address: Beech Grove, Oakdale NP12 0JL Tel No: 01495 226062

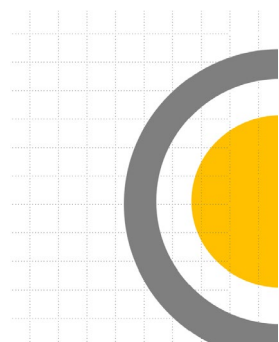
Headteacher: Mrs. K. Matthews

E Mail: ysgolgymraegcwmderwen@sch.caerphilly.gov.uk Age Range: 3
to 11

Admission Number: 30



64. Ysgol Gymraeg Gilfach Fargoed
Address: Commercial Street, Gilfach, Bargoed CF81 8JG Tel No: 01443 875528
Headteacher: Mr. J. Hallett
E Mail: ysgolgymraeggilfachfargoed@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 20
65. Ysgol Gynradd Gymraeg Y Castell
Address: Crescent Road, Caerphilly CF83 1WH Tel No: 029 20864790
Headteacher: Mr. G. Hughes
E Mail: yggycastell@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 64
66. Ysgol Gymraeg Trelyn
Address: Commercial Street, Pengam, Blackwood NP12 3ST Tel No: 01443 821600
Headteacher: Mrs. E. Owen
E Mail: ysgolgymraegtrelyn@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 27
67. Ysgol Gynradd Gymraeg Caerffili
Address: Pontywindy Road, Caerphilly CF83 3HG Tel No: 029 20852531
Headteacher: Mrs. E. Jones
E Mail: ysgolgymraegcaerffili@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 59
68. Ysgol Gynradd Gymraeg Cwm Gwyddon
Address: Gwyddon Road, Abercarn NP11 5GX Tel No: 01495 244267
Headteacher: Mrs. A. Tucknutt
E Mail: ysgolgymraegcwmgyddon@sch.caerphilly.gov.uk Age Range: 3 to 11
Admission Number: 45



69. Ysgol Ifor Bach

Address: Windsor Way, Abertridwr, Caerphilly CF83 4AB Tel No: 029 20830375

Headteacher: Mrs. D. Morris

E Mail: ysgoliforbach@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 32

70. Ysgol Penalltau

Address: Cwm Calon Road, Penallta, Ystrad Mynach Cf82 6AP Tel No: 01443 862974

Headteacher: Mr. T. Rainsbury

E Mail: ysgolpenalltau@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 34

71. Ysgol Y Lawnt

Address: Surgery Hill, Rhymney NP22 5LS Tel No: 01685 840285

Headteacher: Mrs. S. Davies

E Mail: ysgolylawnt@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 29

Voluntary Aided Primary School

72. St. Helen's Roman Catholic Primary School Address: Lansbury Park, Caerphilly CF83 1QH Tel No: 029 20852532

Headteacher: Mrs. S. Sanchez

E Mail: sthelensrcprimary@sch.caerphilly.gov.uk Age Range: 3 to 11

Admission Number: 30

3 to 18 School

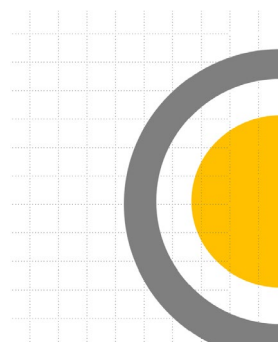
73. Idris Davies School

Address: Mill Field, Abertysswg, Rhymney NP22 5Xf Tel No: 01685 846900

Headteacher: Mrs. C. Owen

E Mail: idrisdaviesschool@sch.caerphilly.gov.uk Age Range: 3 to 18

Admission Number: Primary 30, Secondary 146



Secondary Schools

74. Bedwas High School

Address: Newport Road, Bedwas, Caerphilly CF83 8BJ Tel No: 029 2085800

Headteacher: Mr. S. Diehl

E Mail: bedwashigh@sch.caerphilly.gov.uk Age Range: 11 to 19

Admission Number: 145

75. Blackwood Comprehensive School

Address: Ty Isha Terrace, Blackwood NP12 1ER Tel No: 01495 225288

Headteacher: Mrs. J. Wilkie

E Mail: blackwoodcomprehensive@sch.caerphilly.gov.uk Age Range: 11 to 16

Admission Number: 200

76. Heolddu Comprehensive School

Address: Mountain Road, Bargoed Cf81 8XI Tel No: 01443 875531

Headteacher: Mrs. N. Davies

E Mail: heoldducomprehensive@sch.caerphilly.gov.uk Age Range: 11 to 19

Admission Number: 148

77. Islwyn High School

Address: Waterloo, Oakdale, Blackwood NP12 0NU Tel No: 01495 233600

Headteacher: Mr. J. Hicks

E Mail: islwynhighschool@sch.caerphilly.gov.uk Age Range: 11 to 16

Admission Number: 205

78. Lewis School Pengam

Address: Gilfach, Bargoed CF81 8LI Tel No: 01443 873873

Headteacher: Mr. C. Parry

E Mail: lewisschoolpengam@sch.caerphilly.gov.uk Age Range: 11 to 19

Admission Number: 184

79. Lewis Girls Comprehensive School

Address: Oakfield Street, Ystrad Mynach, Hengoed Cf82 7WW Tel No: 01443 813168

Headteacher: Mrs. L Denton

E Mail: lewisgirls@sch.caerphilly.gov.uk Age Range: 11 to 19

Admission Number: 162



80. Newbridge School

Address: Bridge Street, Newbridge NP11 5FE Tel No: 01495 243243
Headteacher: Mr. A. Thomson
E Mail: newbridgeschool@sch.caerphilly.gov.uk Age Range: 11 to 16
Admission Number: 213

81. Risca Community Comprehensive School Address: Pontymason Lane,

Risca NP11 6YY Tel No: 01633 612425
Headteacher: Mr. M. Hulland
E Mail: riscacomprehensive@sch.caerphilly.gov.uk Age Range: 11 to 16
Admission Number: 146

82. St. Cenydd Comprehensive School

Address: St. Cenydd Road, Treceenydd, Caerphilly CF83 2RP Tel No:
029 20852504
Headteacher: Miss. R. Collins
E Mail: stcenyddschool@sch.caerphilly.gov.uk Age Range: 11 to 19
Admission Number: 195

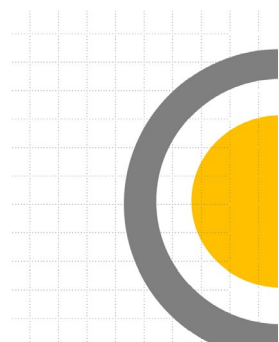
83. St. Martins Comprehensive School Address: Hillside, Caerphilly CF83

1UW Tel No: 029 20858050
Headteacher: Mr. L. Jarvis
E Mail: reception@stmartins.caerphilly.sch.uk Age Range: 11 to 19
Admission Number: 183

Welsh Medium Secondary School

84. Ysgol Gyfun Cwm Rhymni

Address: Heol Gelli Haf, Fleur de Lys, Blackwood NP12 3JQ and Y
Gwindy, Pontygwindy Road, Caerphilly CF83 3HG
Tel No: 01443 875227 and 029 20863367
Headteacher: Mr. M. Webb
E Mail: ysgolgyfuncwmrhymni@sch.caerphilly.gov.uk Age Range: 11 to
19
Admission Number: Gellihaf 200 Y Gwyndy 158



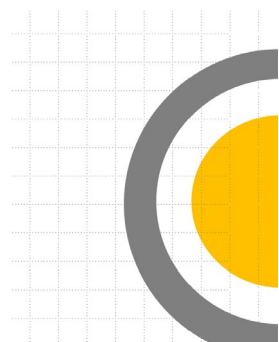
Special School

85. Trinity Fields School and Resource Centre

Address: Caerphilly Road, Ystrad Mynach, Hengoed CF82 7XW Tel No:
01443 866000

Headteacher: Mr. D. Jenkins

E Mail: trinityfieldsschool@sch.caerphilly.gov.uk Age Range: 3 to 18



Secondary School Transfers

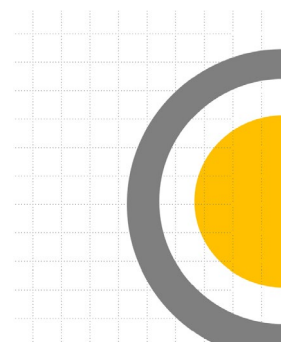
Catchment Schools September 2025

Note - Attendance of pupils at the feeder Junior/ Primary School does not provide automatic entry to the chosen Secondary School.

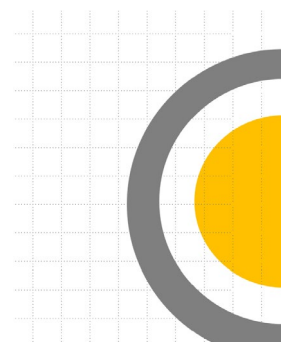
All Parents are required to complete an application form at the appropriate time.

Places will be allocated in accordance with the Authority's Admission Criteria. The school your child currently attends may not be their catchment school. Your home address determines which is your catchment school.

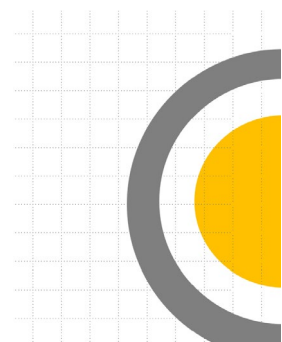
Bedwas High School	Bedwas Infants School Bedwas Junior School Graig-y-Rhacca Primary School Machen Primary School Plasyfelin Primary School Tyn-Y-Wern Primary School
Blackwood Comprehensive School	Blackwood Primary School Cefn Fforest Primary School Fleur-de-Lys Primary School Pengam Primary School Libanus Primary School Markham Primary School
Heolddu Comprehensive	Aberbargoed Primary Deri Primary Gilfach Fargoed Primary Park Primary St. Gwladys Bargoed School Whiterose Primary (Tirphil area)



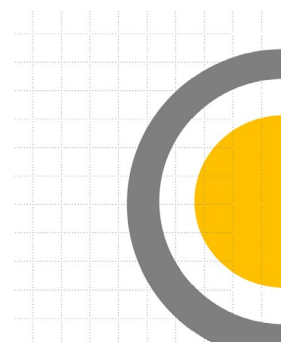
<p>Idris Davies School 3-18</p>	<p>Bryn Awel Primary School Fochriw Primary School Phillipstown Primary School Upper Rhymney Primary School Whiterose Primary School (Excluding Tirphil area)</p>
<p>Islwyn High School</p>	<p>Bryn Primary School Cwmfelinfach Primary School Penllwyn Primary School Ynysddu Primary School Pontllanfraith Primary School Rhiw Syr Dafydd Primary School Trinant Primary School</p>
<p>Lewis Girls Comprehensive School and Lewis School, Pengam</p>	<p>Coed-Y-Brain Primary School Cwm Glas Infants School Derwendeg Primary School Glyngaer Primary School Greenhill Primary School Hengoed Primary School Llancaeath Junior School Llanfabon Infants School Maesycwmmmer Primary School Tiryberth Primary School Ystrad Mynach Primary School</p>



<p>Newbridge School</p>	<p>Abercarn Primary School Crumlin High Level Primary School Cwmcarn Primary School Pantside Primary School Pentwynmawr Primary School Tynewydd Primary School</p>
<p>Risca Community Comprehensive School</p>	<p>Risca Primary School Ty Isaf Infants School Ty Sign Primary School Waunfawr Primary School</p>
<p>St. Cenydd Comprehensive School</p>	<p>Cwmaber Infants School Cwmaber Junior School Cwm Ifor Primary School Hendre Infants School Hendre Junior School Hendredenny Park Primary School Nantyparc Primary School</p>
<p>St. Martins Comprehensive School</p>	<p>Cwrt Rawlin Primary School Rhydri Primary School St. James Primary School The Twyn School</p>



<p>Ysgol Gyfun Cwm Rhymini</p>	<p>Ysgol Gymraeg Cwm Derwen Ysgol Bro Sannan Ysgol Gymraeg Bro Allta Ysgol Gymraeg Gilfach Fargoed Ysgol Gynradd Gymraeg Caerffili Ysgol Gynradd Gymraeg Y Castell Ysgol Gymraeg Cwm Gwyddon Ysgol Gymraeg Trelyn Ysgol Ifor Bach Ysgol Y Lawnt Ysgol Penalltau</p>
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Section 4 - Early Years

Early Years Introduction

The Caerphilly Early Years and Childcare team provide information, advice and support for expectant parents and families with young children aged 0-7years living in the Caerphilly borough.

Our service consists of three main areas, Early Years Hub, Early Intervention team, and Childcare team. There is more information and support at [About us - Caerphilly Early Years Caerphilly Early Years](#).

Early Years Education - Introduction Guidelines for Parents

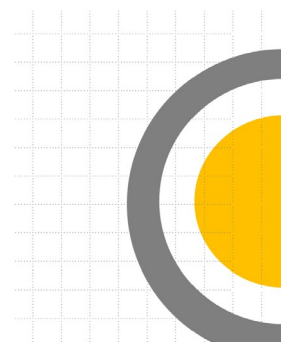
A free, part time Early Years Education place in an approved Early Years setting from the term following a child's third birthday is operational across the county borough, for those parents who choose to access it.

The Early Years Education place for those children whose birthday's fall between September 1st and March 31st can be in:

- A nursery class in a school setting.
- An approved pre-school or playgroup, or An approved day nursery.

During the academic year of your child's 4th birthday, Early Years Education is only available in a school setting.

Your child is entitled to a minimum of 10 hours per week of funded, part-time, Early Years Education in a nursery setting. This could be in a childcare setting approved by your local authority or a school-based nursery.



Your child will start Early Years Education the term after their third birthday:

Child's Birthday	When can my child access their Early Years Education place?
1 st September to 31 st December	The beginning of term on or after 1 st January
1 st January to 31 st March	The beginning of term on or after 1 st April
1 st April to 31 st August	The beginning of term on or after 1 st September

Are the Part Time Places Free?

Yes. Each child is entitled to a free part time Early Years Education place in one approved setting from the term after they turn three.

How do I know the setting is a quality provider?

Early years settings providing these places have to be inspected by an ESTYN registered education inspector. 'Approved' childcare settings offering these places (Non-maintained settings), also undergo the usual inspection by the Care Inspectorate Wales.

In Caerphilly County Borough, in order to be given 'approved' status, non-maintained settings must first complete the Caerphilly Quality Standard. To offer a free part time Early Years Education place all settings must be included in the Early Years Plan and be properly procured through CCBC.

You can check with our Early Years Hub which settings are registered to provide education or you can ask your provider. There are a variety of providers in the area registered to provide Early Years Education. The Hub Team can be contacted on 01443 863232



How will I know that my child is receiving appropriate Early Years Education?

Part time Early Years Education providers must have a qualified teacher involved. The teacher will advise the early years staff working with the children, offer support and guidance to the setting and work with the group to achieve the standards expected by ESTYN.

The providers must be inspected by ESTYN. The inspector will ensure that a high quality of education is being delivered and that the Curriculum for Wales (published 2022) is being implemented. The Curriculum for Funded non-Maintained Nursery Settings contains guidance for best practice throughout Wales.

This curriculum aspires to create in children positive dispositions towards learning which, if nurtured, will last a lifetime and provide the firm foundation which all our children need to support them in realising the four purposes of Curriculum for Wales.

The Curriculum for Wales supports children to develop as:

Ambitious, capable learners who are ready to learn throughout their lives

Enterprising, creative contributors who are ready to play a full part in life and work
Ethical, informed citizens who are ready to be citizens of Wales and the world

Healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.

A link to the Curriculum can be found here [A curriculum for funded non-maintained nursery settings \(gov.wales\)](https://www.gov.wales/curriculum-for-funded-non-maintained-nursery-settings)

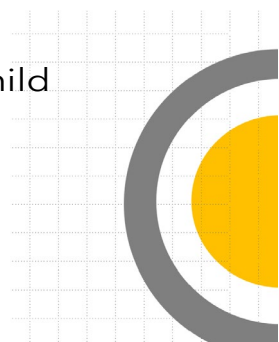
How Do I Access the Scheme within a Non-Maintained Setting?

If the setting is registered to provide education, then the playgroup leader or nursery manager ('person in charge') should be able to provide you with more information.

If the setting is not registered then you will need to find a childcare provider in your area that is - you can contact either the schools admissions team on 01443 864869 or the Early Years Hub on 01443 863232 for a list of all providers in the Early Years Plan or go to www.caerphillyearlyyears.co.uk

You can apply online at www.caerphilly.gov.uk/schooladmissions and select the appropriate Early Years setting. This must be completed and returned by the stated date.

The person in charge will then liaise with the LA to provide your child



with a free part time place.

If you have completed an admission form for more than one setting it is your responsibility to inform the setting you are not sending your child to, that the form must be withdrawn. This must be done by the fourth week of term.

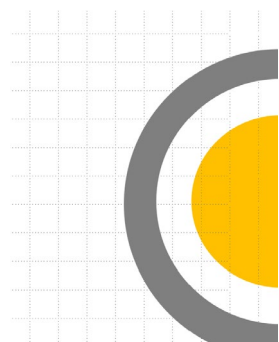
Childcare Offer for Wales

Eligible children aged 3 / 4 could be entitled to government funded childcare from the term following their 3rd birthday until they are offered a full-time education place - usually the September after their fourth birthday.

During term time in addition to the 10 hours already provided by the part-time Early Years Education place children could be entitled to 20 hrs of childcare and during school holidays, parents will be able to access up to 30 hrs of childcare.

Eligible parents living in Caerphilly County Borough will be working or earning the equivalent of working 16 hours a week or more at national living wage / national minimum wage or are in receipt of specific benefits. The upper limit for earnings is currently £100,000 for each parent. From September 2022, parents who are engaged in education and training may also be eligible to apply for the Childcare Offer.

To check if you are eligible go to www.caerphilly.gov.uk/childcareoffer or call the Early Years Hub on 01443 863232.



Non-Maintained Early Years Settings - Day Nurseries

Little Einstein's Academy Day Nursery

Block B

Britannia Centre for Enterprise Blackwood NP12 3sp

Contact: Stacy Bishop

Tel: 01443 879750

E Mail: stacy@littleeinsteinsacademy.com

Mini Miners Day Nursery

57 Cameron House Commercial Street Ystrad Mynach Hengoed CF82 7DW

Contact: Kellyanne Evans

Tel: 01443 520370

E Mail: miniminersclub@gmail.com

Mini Miners Hall

Gospel Hall, Davies Street, Ystrad Mynach CF82 8AD

Contact: Kellyanne Evans

Tel: 01443 548581

E Mail: mini.miners.hall@gmail.com

Non-Maintained Early Years Settings - Playgroups - English Medium

Little Acorns Preschool (Caerphilly) Ltd c/o Derwendeg Primary School

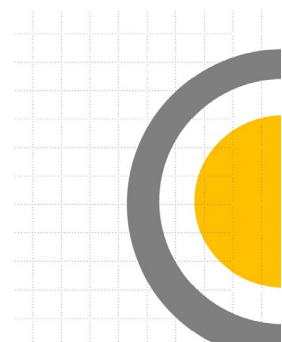
Hengoed Road

Cefn Hengoed Hengoed CF82 7HP

Contact: Claire Greenway

Tel: 01443 813138/ 07929 078498

E Mail: clairegreenway1@gmail.com



Markham Community Playgroup
Institute Buildings, Abernant Road Markham NP12 0QH
Contact: Helen Williams
Tel: 01495 220364/ 07783 630085
E Mail: miss-helen-williams@hotmail.com

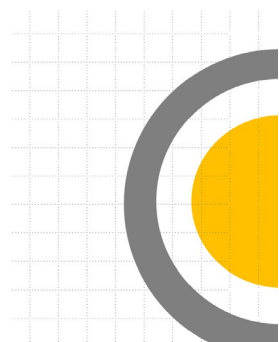
Tiddlers Wrap Around
c/o Tyn-y-Wern Primary School Heol Yr Ysgol
Trethomas CF83 8FL
Contact: Beverly Dickinson
Tel: 07783 026617
E mail: tiddlerswraparound@outlook.com

Non-Maintained Early Years Settings - Cylch Meithrin

Cylch Meithrin Coed Duon
Blackwood Comprehensive School Ty Isha Terrace, Blackwood NP12 1ER
Contact: Andrea Parfitt Tel: 07541 097647
E Mail: cmcoeddun.cwmdrwen@outlook.com

Cylch Meithrin Cwm Derwen
Ysgol Gymraeg Cwm Derwen Beech Grove, Oakdale NP12 0JL
Contact: Kate Szekely
Tel: 07541 097647
E Mail: cmcwmdrwen@outlook.com

Dewi Sant
St. David's Church Ty Sign, Risca
Contact: Sarah Townsend
Tel: 07519 382508
E Mail: dewi_sant@sky.com

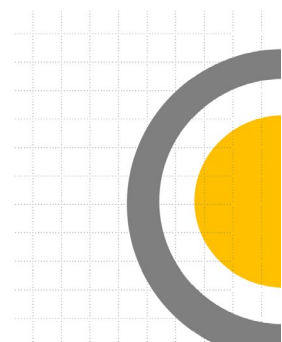


Cylch Meithrin Nelson
Venue Opposite Bus Station
Contact: Cerys Hancox
Tel: 07534 180277
E Mail: post@cylchmeithrinnelson.org

Cylch Meithrin Pontllanfraith
Bryn Pavilion, Bryn Estate Bryn Road, Pontllanfraith NP12 2DA
Contact: Georgina Clifford
Tel: 07423 559324
E Mail: cmpontllanfraith@hotmail.com

Cylch Meithrin yr Enfys
c/o Ystrad Mynach Boys and Girls Club Lisburn Road
Ystrad Mynach CF82 7AS Contact: Lisa Styles
Tel: 07903 368454
E Mail: lisastyles62@tahoo.co.uk

Cylch Meithrin Tedi Twt
c/o YGG Gilfach Fargoed Commercial Street Bargoed CF81 8JG
Contact: Kate Jenkins
Tel: 07847 284830
E Mail: cmteditwt@gmail.com



Section 5 - School Curriculum

A new curriculum has recently been implemented for pupils aged 3 - 16 that places more emphasis on equipping young people for life. The curriculum is designed to help develop your child's knowledge, skills and experiences. It builds on the ability to learn new skills and apply subject knowledge more positively and creatively.

The school will be supporting your child to be:

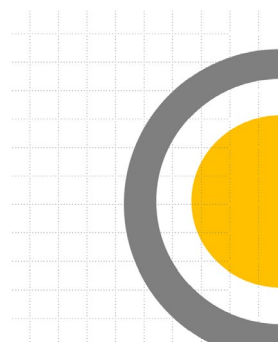
- an ambitious, capable learner, ready to learn throughout their life
- an enterprising, creative contributor, ready to play a full part in life and work
- an ethical, informed citizen, ready to take part in Wales and the world
- a healthy, confident individual, ready to lead a fulfilling life as a valued member of society.

These are called the 'four purposes' of the curriculum.

Areas of learning and experience

As well as literacy, numeracy and digital skills, there are six areas of learning and experience. Everything your child learns will be connected to these areas:

- Expressive arts (explore art, dance, drama, film and digital media and music to develop creative, artistic and performance skills)
- Health and well-being (physical and mental health including emotional well-being. Pupils learn about healthy eating and how to keep safe both online and offline, dealing with influences and developing healthy relationships)
- Humanities (learn about the world, society and events in the past and present. Pupils will explore the challenges and opportunities that face us, and what ethical action we can take to safeguard the world and its people in the future. This also includes RE which should remain compulsory to age 16)
- Languages, literacy and communication (learn about different languages. Pupils will understand and use Welsh (compulsory to age 16), English and at least one other language from primary school. As well as developing their communication skills, they'll learn about literature, including creating their own stories, poetry and performances)
- Mathematics and numeracy (understanding of numbers and use symbols in maths. Pupils will explore shapes and measurement and learn about statistics and probability)



- Science and technology (biology, chemistry, physics and computer science. Pupils will learn about design and engineering, living things, matter, forces and energy, and how computers work)

The curriculum also includes:

- human rights
- diversity and respecting differences
- experiences and skills for careers and the workplace
- learning about local, national and international contexts
- developmentally appropriate relationships and sexuality education.

What Matters

Your child's learning should focus on things that matter now and in the future. Each area of learning and experience contain statements of what matters which shape learning for children of all ages. These help your child think about what they're learning and how topics connect with each other, linking to work and to life more generally. They also support your child to progress each year as they build their understanding and skills.

There are more opportunities for your child to learn important skills for life that will help them to:

- appreciate the world around them
- ask questions, look at evidence, make decisions and solve problems
- explore, communicate, create plans and find solutions
- build resilience and manage their well-being
- work with others and
- make decisions about their future career based on meaningful experiences in learning, work and entrepreneurship.

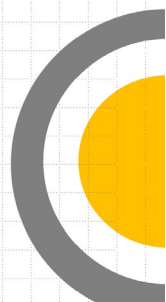
Assessment

Assessment will be part of your child's learning every day. Pupils will work with their teachers to understand how well they're doing. This is important to help them:

- see where they are in their learning
- plan their next learning steps
- spot any issues or extra support they need and to help their teacher
- find ways to challenge them and
- see how well pupils are doing

Reference points will help learners, teachers, parents and carers to understand if appropriate progress is being made. Expectations for pupils in each area of their learning relating broadly to ages 5, 8, 11, 14 and 16.

Your child's teacher will assess all aspects of school work and will use a variety of assessment techniques as part of a combined approach to learning, teaching, planning and assessment. The teacher will assess what your child knows and can do, and they will interpret the results of these assessments to improve your child's



learning.

Transition to Secondary School

Children generally move into secondary school in the September before they become twelve. When your child is in the final year of primary school, the local authority will send you information setting out how to apply for a secondary school place. This usually happens during the first term of children's last year in primary school.

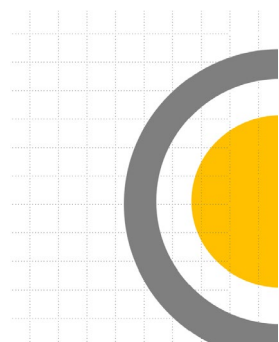
Arrangements between your child's school and the local secondary schools might include visits to the secondary school for children to have a look around and meet the main members of staff, information sessions, and visits from secondary school teachers to the primary school.

At the end of Key Stage 4, pupils are assessed principally through the accredited qualifications of the General Certificate of Secondary Education (GCSE).

Currently, pupils at the end of Key Stage 4 are assessed using a range of measures including:

- Capped 9 measure
- Literacy measure
- Numeracy measure
- Science measure
- Design and technology
- Welsh baccalaureate
- skills challenge certificate.

Pupils are also able to undertake a range of other vocational and work-related courses which may be offered by the school.



Section 6 - Welsh Language

The Welsh language belongs to everybody, and every child should have the opportunity to learn and use the Welsh language effectively.

Caerphilly Council makes education available at Welsh-medium primary schools to all pupils whose parents select it.

The majority of children in Welsh-medium education do not speak Welsh at home. Before the end of their first year, they will be talking with their new friends in Welsh!

When a child goes to Welsh medium school, they will leave able to speak English to the same standard as children in English-medium schools. On top of that they will be able to speak Welsh to the same standard.

Pupils can continue their education at one of two Welsh medium Secondary school campus, and afterwards use their Welsh language when training, studying and working.

Choosing Welsh Medium Education

In Caerphilly, around 20% of children go to Welsh medium school, and love playing and learning in two languages, or more.

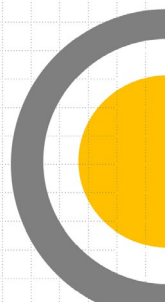
When a child goes to Welsh medium school, they will leave able to speak English to the same standard as children in English medium schools. On top of that they will be able to speak Welsh to the same standard.

Welsh medium Schools use Welsh in the early years and then bring in English as they progress through school. Children are happy talking in both languages.

Some children start in Ti a Fi (Welsh medium toddler group) and Welsh medium childcare. Whatever you speak at home, everyone can join a Welsh medium Primary School and then go on to one of two Welsh medium Secondary campus. It's never too late; with support from our Latecomer Immersion Unit children already in English medium Primary can transfer to Welsh medium Primary.

Quote

I have decided on Welsh Education for my daughter because I feel it will give her the best start in life. I feel it will open many doors and provide more



opportunities for her in her adult life, particularly if she chooses to work in Wales. The many benefits of bilingualism have informed my decision even more! Vicky Hughes, Sophia's mum.

Whatever you speak at home, children thrive in Welsh medium schools. In Caerphilly, approximately 88% of our learners in Welsh medium Education come from non-Welsh speaking homes.

Our schools speak both Welsh and English with parents, wanting parents to feel part of the school community.

You may find yourself picking up a bit of the language from the children. You'll hear words that you may already know, have a guess:

amser chwarae / brechdan caws / peldroed / cwtsh / ci bach / ble mae'r esgidiau? (play time / cheese sandwich / football / cwtsh / puppy / where are the shoes?)

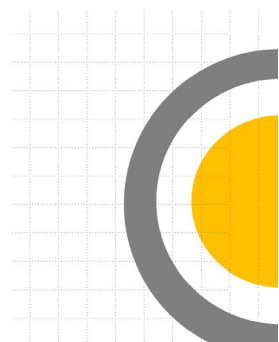
Schools create a learning environment suitable for each individual child. In Welsh- medium schools children are immersed in a Welsh language environment where they absorb the language whilst making progress in their physical development, well- being, communication, exploration and belonging pathways, at their own pace.

My child has additional needs and is doing really well in YGG Caerffili. Children with additional needs make friends in their local school and community. All of our school staff teams have training on providing what's important for your child in both Welsh and English schools. In the local authority we also have specialist Welsh speaking staff who can support staff in schools.

Some children may need more specific support and may need to access a Specialist Resource Base (SRB) placement. Ysgol Cwm Derwen has our Welsh SRB for Primary age children. Ysgol Gyfun Cwm Rhymini has a specialist provision called Hafan at the Gwyndy and Y Ganolfan at the Gellihaf site where our Secondary age young people who need more specific support can feel included.

Why is speaking Welsh so popular in Caerphilly?

Lots of people speak Welsh locally, it gives people a feeling of belonging and want their children to speak it too. Parents and carers are looking to send their children to Welsh-medium schools, so they get the rounded Welsh speaking experience that they didn't get as children.



There's a Welsh-medium school near you and if you live more than 2 miles away from your nearest Welsh-medium school we'll provide transport for free.

What about before children start school and outside of school?

There are opportunities for children and families to access Welsh medium provision before they start school in Ti a Fi (parent and toddler groups) and Dechrau'n Deg (Flying Start for 2year olds) and Cylch Meithrin (preschool childcare for 2-3year olds).

Once they start school there are opportunities in every Primary school for Welsh medium childcare. Clwb Meithrin (wraparound for 3-4year olds) and Clwb Carco (after school for 4-11year olds), as well as Menter Iaith and Urdd youth clubs and events for young people.

You can learn Welsh with your child through Cymraeg i Blant, Cymraeg i'r Teulu and Dysgu Cymraeg Morgannwg / Gwent as well as through free apps such as Duo Lingo and Say Something in Welsh.

What if my child is currently in English medium Primary, and I want to move them to Welsh medium Primary?

We have an experienced team in Canolfan Gwenllian, our latecomer immersion unit at Ysgol Gilfach Fargoed, who can help children to learn Welsh quickly to support their transition to Welsh medium Education.

Generally, this takes one to two terms depending on the needs of the child. During transition their time will be shared between their home school (the one you apply to for your Welsh medium Education moving forward) and the immersion unit (to support intensive Welsh language acquisition).

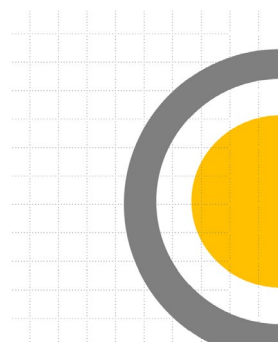
For more information speak to the head teacher at the Welsh medium school you are applying to attend.

The Teaching of Welsh as a Second Language in English Medium Schools
In the foundation Phase Welsh is taught to all pupils. The emphasis is on using the language with purpose and in meaningful situations. In addition, the incidental use of the language during the school day is encouraged.

At Key Stage 2, the language is further developed orally, and more attention is given to teaching, reading and writing skills.

At Key Stages 3 and 4 Welsh is taught to all pupils. Opportunities are provided in all schools for pupils to continue their studies for both the 16+ and "A" level examinations.

Welsh is a mandatory requirement of the Curriculum for Wales, and all children learn Welsh in an English-medium school.



The ambition is that everyone learning in a school or setting in Wales is supported to enjoy using Welsh, to make continuous progress in learning Welsh and to have the confidence and language skills so they can choose to use Welsh beyond the classroom.



Section 7 - Complaints

School Complaints

We take any complaint very seriously and schools are required to have procedures in place for dealing with them. Any concerns you have about your child's education can normally be settled by speaking to the headteacher, class teacher or other member of staff.

Making a formal complaint

If you have a complaint about a school, you must make your complaint directly to the school. Contact details for all our schools is available using our Find a School facility. We recommend that you ask the school for a copy of their Complaints Policy so that you can understand exactly how they will handle your complaint.

The governing bodies of all maintained schools in Wales, including nursery schools, must establish procedures for dealing with complaints from parents, pupils, members of staff, governors, members of the community and others.

The Welsh Government recommends that school governing bodies establish a three-stage approach to resolving complaints as follows: -

Stage 1: Informal stage where the complaint can be raised and resolved. A complaint will not usually move to stage 2 until it has first been considered under stage 1.

Stage 2: Formal stage.

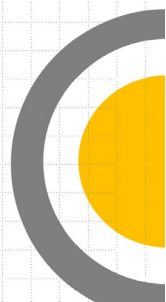
Stage 3: The matter is referred to the Complaints Committee of the Governing Body. The schools' complaints procedure should include more specific details about each of these stages.

Further Information

For further information about school complaints process please contact the school. Alternatively contact the complaints officer at edcustomerservicecomplaints@caerphilly.gov.uk or 07511 414625 who will be happy to advise you.

Other Learning complaints

There are other statutory processes for complaints and appeals relating to the curriculum, religious worship, admissions, Additional Learning Needs (ALN), exclusions, staff grievance, staff disciplinary and teacher capability.



Section 8 - Inclusion

Promoting inclusion, wellbeing and supporting children to learn

The Welsh Government (WG) issues a range of guidance relating to inclusion and additional learning needs some of which has statutory status, which Local Authorities, schools, early years and other educational settings have regard to.

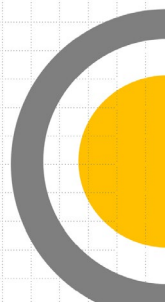
In January 2018 the Additional Learning Needs and Tribunal Act was given Royal Assent. This outlines a new statutory framework for supporting children and young people with additional learning needs (ALN).

The local authority is committed to promoting inclusion and wellbeing and supporting all children to be ready to learn. The LA is reviewing and developing a range of strategies, policies and guidance to support its vision and to ensure compliance with statutory responsibilities. The LA takes a holistic view focusing on understanding how key issues in children's early years, such as poverty and exposure to ACES, can affect attainment. Within this context, the LA focus is on improving the provision and outcomes for vulnerable groups of learners, early intervention, working in partnership, reducing rates of exclusions (as these impact upon pupil attainment and outcomes), securing excellence in learner well-being, and ensuring that the LA is fully compliant with the Additional Learning Needs and Tribunal Act 2018 (implementation date September 2021).

The Local Authority (LA) considers that inclusion is a fundamental principle that underpins all practice and procedures, and the LA is committed to an effective and inclusive education system in which all children and young people are:

- valued equally
- treated with respect
- are central to and are able to participate in processes which affect them and have their voices heard
- given equality of opportunity
- have opportunities to achieve and are supported to progress holistically in accordance with their individual learning needs

The key partnerships with the Education Achievement Service (EAS), local and regional services, schools and other educational settings are critical in facilitating high quality support and provision and developing the



knowledge and skills of school staff to effectively support children and provide access to a curriculum which promotes equality and diversity, and which develops the four purposes of the Curriculum for Wales.

Exceptionally it is recognised that for very few children and young people with severe and complex needs, alternative provision arrangements will need to be identified.

Within CCBC there is a continuum of specialist provision that includes Trinity Fields School and Resource Centre, satellite provision, specialist resource bases attached to mainstream schools and Education other than at school provision. These facilities are appropriately resourced to meet the needs of children and young people with more significant additional learning needs. Central Support Services provide a wide range of peripatetic specialist services to support schools to meet particular needs such as counselling and CBT, systemic work and psychological formulation, training and workshops, wellbeing support for staff, support for schools following critical incidents, support for learning, guidance regarding behaviour management, support for children looked after and guidance regarding statutory process and the ALN reform.

More information regarding LA services can be provided by contacting the ALN Team on 01443 866610/ 01443 866683/ 01443 866639.

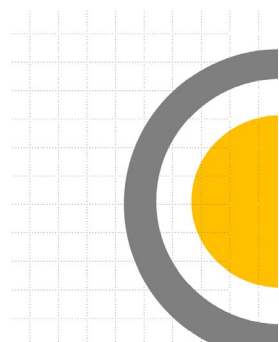
Safeguarding in Education

Safeguarding is everyone's business. The Education and Social Services Directorates work together to safeguard children and to provide support and advice to schools and providers, ensuring that holistic services are provided to vulnerable children.

Child Protection is part of the wider remit of Safeguarding.

The Education Directorate has a safeguarding coordinator who works with schools and providers and social services colleagues and attends regional and national groups to ensure that the most up to date information, guidance and support is available to schools and providers.

The education safeguarding coordinator is responsible for overseeing school audits, training, support to schools regarding professional concerns (with colleagues from human resources) and ensure compliance with the new safeguarding procedures.



Section 9 - Health

Immunisations

Before your child starts school, it is important that they are up to date with their vaccinations so that they are protected against a number of vaccine preventable diseases. Every year vaccination saves more lives worldwide than any other medical intervention. In Wales, vaccination is a key measure in keeping children healthy and giving them the best start in life.

Routine childhood vaccinations are highly effective, safe and free. There will be other vaccinations scheduled throughout your child's school life. When your child is due to receive a vaccination in school you will receive information and a consent form electronically via the school. It is important that you complete the online consent form promptly. For more information, please visit: www.nhsdirect.wales.nhs.uk/LiveWell/vaccinations/

School Nursing

Advice and Support

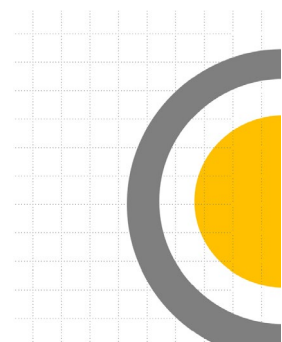
School Nurses are qualified professionals with specialist training and experience in child health and health promotion. We can work with individual school age children and their families to improve health.

We work in teams across Caerphilly and the other boroughs of Aneurin Bevan University Health Board. Our aim is to support children, young people and their families to lead healthy lifestyles. We deliver the Healthy Child Wales programme, and all reception age children will be offered a School Nurse contact that will include, height, weight, vision screen by the School Nurse service and a hearing screen from the Audiology service.

All families and children have access to a School Nurse who can advise on a variety of health issues.

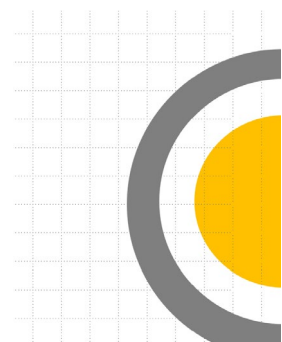
These may include:

- Child development
- Growth and nutrition
- Healthy Eating
- Immunisations
- Safety and accident prevention
- Health promotion



- Relationships
- Enuresis (bedwetting)
- Constipation and soiling
- Emotional Wellbeing
- Behaviour

This is not an exhaustive list and should you require further advice please contact the School Nurse Single Point of Access (SPOA) line on 01633 431685



Section 10 - School Transport

Learner Travel Policy, Information and Arrangements

The Learner Travel (Wales) Measure 2008 requires Caerphilly County Borough Council (the Council) to make available information about their policies and the arrangements that are put in place for transporting learners. In doing so, the Council's Learner Travel Policy, Information and Arrangements contain guidance designed to inform parents, carers and learners on how the policy is practically implemented and ensure that it is applied consistently and equitably across the County Borough. Any decisions made by Council Officers regarding entitlement will be based on this document and, subject to compliance with the information contained within, will be considered to be final.

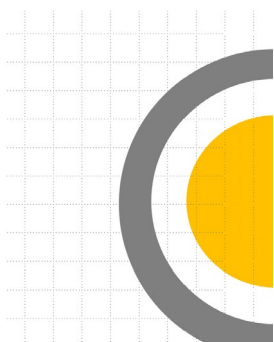
Statutory Provision of Free Transport

There is a statutory duty placed upon the Council to:

- Assess the travel needs of learners in its area.
- Provide free home to school transport for learners of compulsory school age attending primary school who live 2 miles or further from their "relevant" school.
- Provide free home to school transport for learners of compulsory school age attending secondary school who live 3 miles or further from their "relevant" school.
- Assess and meet the needs of children "looked after" in its area.
- Promote access to Welsh medium education.
- Promote sustainable modes of travel.

To meet this duty, the Council provides learners with free transport to their "relevant" school if they reside beyond "walking distance" to that school. The term "relevant" school applies to the catchment area or nearest Welsh, English, dual language or voluntary aided (faith) mainstream school or special school/class as appropriate.

The law relating to "walking distance" is defined as two miles for learners of compulsory school age receiving primary education and three miles for learners of compulsory school age receiving secondary education.



Discretionary Provision of Free Transport

Beyond the statutory minimum, the Council has determined that when assessing entitlement on the basis of “walking distance”, to use the discretionary powers afforded to it under the provisions of the Measure to make a more generous provision to learners.

The eligibility criterion for walking distance for learners receiving compulsory primary education at their “relevant” school has been set at 1.5 miles, instead of 2 miles as required by the Measure.

The eligibility criterion for walking distance for learners receiving compulsory secondary education at their “relevant” school has been set at 2 miles, instead of 3 miles as required by the Measure.

Free transport is provided to post 16 learners who meet the 2 mile eligibility criterion for two years after the end of compulsory education, rather than until the end of compulsory education (the last Friday in June of the school year in which a learner reaches the age of 16) as required by the Measure. This provision applies to full time attendance at the relevant school or college at which the approved course of study that they wish to pursue is offered.

Free transport to their “relevant” school is provided to learners (as set out above) in accordance with their preferred religious denomination.

The term “relevant” school applies to the catchment area or nearest Welsh, English, dual language or voluntary aided (faith) mainstream school or special school/class as appropriate.

The discretionary elements of the Council’s policy are subject to review and may be discontinued. Any proposed changes will be subject to consultation with learners and parents/carers and, if taken forward by the Council, will usually apply from the start of a school year and will have regard to the Learner Travel Statutory Provision and Operational Guidance - June 2014 or its replacement.

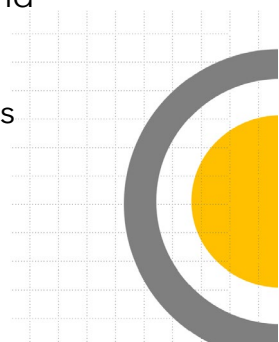
Transport Provision

The provision of free school transport (as set out above) will be arranged to coincide with the start and end of the normal school day only, not at lunchtimes, and shall be provided during the school term time.

It is not provided for medical appointments, collection from school or college due to illness, detention requirements, and part time or examination timetables.

Where the Council has arranged for a learner to attend an out of county residential school, transport will normally only be provided at the start and end of each half term.

Transport will normally be provided from pick up points at approved bus



stops on the nearest public transport route to the learner's home. Transport will not be provided to alternative addresses to suit parent's work or other commitments.

It will not always be possible to arrange the routes for our contracted vehicles to pass close to the home of a learner. In such circumstances, it may be necessary for parents or carers to make arrangements for the learner to reach the nearest available pick-up point on the contracted route allocated to them. Every effort will be made to keep as short as possible the distance from a learner's house to the pick-up point and will normally not exceed one mile.

For learners with Additional Learning Needs (ALN) transport is usually provided to and from the home address, with every effort being made to collect / drop off at the kerb side. It is for parents/carers to take / meet their child(ren) to / from the vehicle.

No arrangements will involve the transport provided operating onto un-adopted roads, private land or farm access tracks. It is the intention of the Council to provide a system of transportation that will seek to carry learners safely, comfortably and without unreasonable levels of stress.

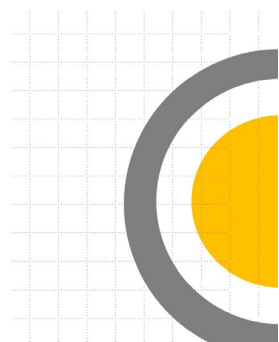
Parental Preference

Should parents/carers choose to place their child(ren) in a school other than the "relevant" school (Welsh, English, dual language or voluntary aided (faith) mainstream school, or special school/class as appropriate) then those parents/carers are totally liable to organise and pay for the cost of transport to the chosen school.

Transport for Children with Additional Needs

Free transport is provided for all pupils who attend Special Resource Bases and our Special School - Trinity Fields School and Resource Centre, which are not held within their own schools irrespective of distance and family circumstances. Special provision includes classes for children with profound and multiple learning difficulties, physical disabilities and additional learning difficulties, complex learning needs, hearing impairment, speech and language difficulties, social communication and autism, behavioural difficulties and pupil referral units.

The mode of transport offered maybe mileage reimbursement to parents, a public transport pass, shared minibus / taxi. The provision and mode of transport agreed will be reviewed on an annual basis to current needs whilst promoting independence, confidence and social mobility.



Transport to Welsh Medium and Dual Language Schools

There is no statutory requirement to provide transport to Welsh medium and dual language schools. The Council's current policy is that learners attending the nearest Welsh medium or dual language school receive free transport in accordance with the Council's agreed policy on walking distance (as set out above).

Transport to Voluntary Aided and Special Agreement Schools

There is no statutory requirement to provide transport to voluntary aided (faith) schools. The Council's current policy is that learners attending the nearest voluntary aided school of the parent/carers denomination receive free transport in accordance with the Council's agreed discretionary policy on walking distance (as set out above).

Transport to schools in neighbouring Authorities

Pupils residing within Caerphilly County Borough area who attend schools located in neighbouring authorities receive free transport provided that the school attended is the relevant or nearest school, and that they reside beyond walking distance (as set out above).

Transport on Medical Grounds

Free transport to and from school may be provided on medical grounds e.g. chronic illness or temporary incapacity for short but continuous periods. Each case will be considered on its own merits and where agreed, this provision will be subject to a regular review.

A form will need to be completed by the relevant medical professional assigned to the child. The form will identify:-

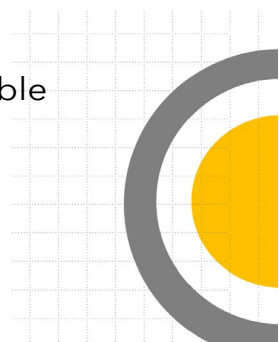
- The nature of the illness or incapacity.
- The reason that this impacts on travel to school.
- The extent of the impact e.g. expected duration.

Transport on medical grounds is only given consideration where a child is attending his or her 'relevant' school or where the child has been placed at a school because of his or her medical needs.

The mode of transport offered maybe mileage reimbursement to parents, a public transport pass, shared minibus / taxi. The provision and mode of transport agreed will be allocated for a specified period of time and will be subject to review at the end of this period.

Special Arrangements: Hazardous Routes

The criterion used to determine the eligibility to receive free school transport is based on walking distance, measured by the shortest, available



walking route. A route is considered to be available if it is safe for a learner to walk alone or, if appropriate for the age of the learner, accompanied by an appropriate adult. It is recognised that occasions will arise when routes may become hazardous. In these circumstances, the Council reserves the right to provide free school transport over distances below the discretionary limits if this is recommended by appropriate officers in the interests of the safety of the relevant learners.

In determining the comparative safety of a walking route, the Council will conduct an assessment of the risks that escorting parents/carers and learners might encounter along the route between home and school. The assessment of a route will take place at the time of the day and on the days of the week that learners would be expected to use the route. It will take a road safety perspective and follow the Welsh Government Statutory Guidance on Risk Assessing Walked Routes to School.

As a matter of policy, routes that are considered hazardous will be reviewed biennially and discretionary provision may be withdrawn where the identified hazard has been mitigated and the route identified as available to walk in safety.

Parents/carers will be given at least one term advance notice of the withdrawal of such discretionary transport.

Over-Subscribed Schools

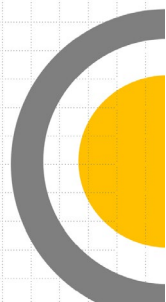
If a learner cannot be admitted to their “relevant” school (the catchment or nearest Welsh, English, dual language or voluntary aided (faith) mainstream school or special school/class as appropriate) and, as a result, has to attend another school beyond the walking distance from their home then transport will be provided to the next nearest “relevant” school. In such circumstances, consideration will be given to transporting siblings to the same school.

Protected Provision - Catchment Area Variations

Where the Council decides to vary the catchment area for a school (Welsh, English, dual language or voluntary aided (faith) mainstream school or special school/class as appropriate), existing transport arrangements will be protected for the learners living in the areas affected for the duration of their attendance at the school or until they reach the end of that phase. In exceptional circumstances, consideration may be given to transporting siblings to the same school.

Concessionary Transport

From time to time it is possible that the numbers to be carried by the LA will be below the seating capacity of the vehicle being used. In such cases the LA will reserve the right, using the appropriate powers, to make spare seats available to children attending their relevant school who live below the discretionary, provided that there is no additional cost to the authority. It



must be understood that the provision of this facility does not represent an obligation on behalf of the LA and, being entirely dependent on the capacity of the vehicle used, may result in withdrawal of the facility at short notice.

Concessionary transport cannot be considered until after the second week of September, when accurate numbers of pupil's travelling during the year are known. Requests must be made in writing to these offices giving details of the pupil and school attended by no later than the third Monday of September. All requests received by that date will be considered and any available seats will be allocated on the basis of those that reside furthest from the school. Requests thereafter will be considered depending on availability.

Change of Family Home

Pupils in receipt of free transport whose families move to an address outside the traditional local area of the school to which transport has been provided will be assessed in accordance with the eligibility criteria (as specified above).

Families need to be mindful of this fact when they are considering moving home, especially if that move takes place during primary education, in years seven, eight or nine of secondary education, or in years twelve and thirteen of further education.

Pupils who move on a permanent basis after the October half term in year ten, and year eleven will be provided with a free bus or train pass to enable them to complete their current course at the same school, provided they were attending their "relevant" school and that they now reside beyond the walking distance (as specified above).

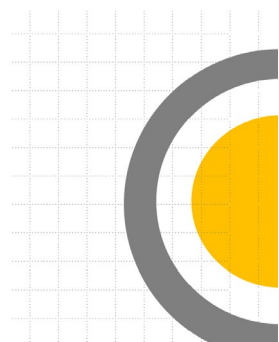
Dual Residency

Where a pupil has more than one home because the child's parents are not living together but the child lives partly with each parent, or with a parent and also at a children's home, then both places of residence should be regarded as their place of ordinary residence.

Only permanent established living arrangements will be considered e.g. a learner who stays two nights of every school week with one person with parental responsibility and three nights of every school week with the other, or alternate weeks with each parent. Such arrangements do not apply where a learner spends weekends with a different parent from where the learner lives during the school week. The nights of the school week are Sunday evening/Monday morning to Thursday evening/Friday morning inclusive.

If the second home address is:

- Above the discretionary distance - They will be entitled to free



transport for the days they will be travelling on that route.

- Below the discretionary distance - No transport will be provided.

Where a child has two places of ordinary residence in two different local authorities, then each of those local authorities will be responsible for the child's travel arrangements when in its area. Where pupils attend, as a result of parental preference, a school, which is not their relevant school, it must be understood that parents accept full responsibility for transport arrangements. This will include making all the necessary arrangements as well as meeting the cost.

Monitoring

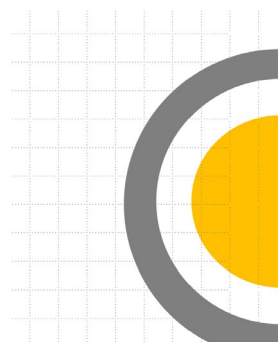
All vehicles will be available for random checks by the DVSA or other appropriate body, when required. Any complaints received by the LA from parents concerning services or vehicles will be immediately investigated. In the event of the complaint being upheld, action will be taken in accordance with the operator's terms of contract. The LA will undertake random checks on contracts, to ensure that the contracts are being complied with, in a manner acceptable to the LA.

Mode of Transport

In all cases, the efficient use of resources will dictate the mode of transport provided (subject to any additional needs requirements). Transport may be provided by means of contracted school transport services or existing public transport services which, together with the size and type of transport (bus, minibus, train, taxi, etc.) will be dictated by cost effectiveness. In exceptional cases, learner or parental reimbursement will be offered where this is the most cost-effective method of providing transport. The provisions of Section 88 of the Transport Act 1985 place a duty on the Council to secure, in the interests of its residents, the best value for money from expenditure on public passenger transport as a whole. The Council will therefore be mindful of its duty to provide socially necessary (public transport) bus or train services when arranging transport provision for learners.

Journey Times

The Council does not specify a time limit for journeys. However, journey times should be reasonable, taking into account the age and individual needs of the learners, and the nature, purpose and circumstances of each journey. Where parents/carers express preferences for their children to attend Welsh/dual language schools or voluntary aided (faith) schools that are some distance away from their homes, journeys may generally be longer. This will also apply to some ALN journeys.



Provision for Learners Aged 16-19

There is no statutory requirement to provide transport for post 16 learners. The Council's current policy is that post 16 learners, who are attending a course of full-time study at their nearest or catchment school or college at which the approved timetabled courses are studied, will be eligible for free transport, in accordance with the Council's agreed policy on walking distance (as set out above). A full-time course is determined as one which requires attendance of 16 or more hours per week.

If the same courses are available in a number of schools / campuses, free transport is only provided to the closest school / campus, unless the course(s) at the nearest school / campus are full. This will be determined by officers.

Learners within the 2 mile distance, who choose to enroll at a school / campus that is further away, and there are places available at the nearest school / campus, are expected to make their own travel arrangements.

No transport will be provided for learners beyond the second academic year after the end of compulsory education. In exceptional circumstances, transport may be provided until the end of the academic year in which a learner attains their 19th birthday. Travel arrangements in respect of any subsequent attendance are the responsibility of the learner.

This transport policy covers school 6th form and college full time further education courses only approved by Qualifications Wales and does not extend to higher education courses funded by the Higher Education Funding Council for Wales (HEFCW).

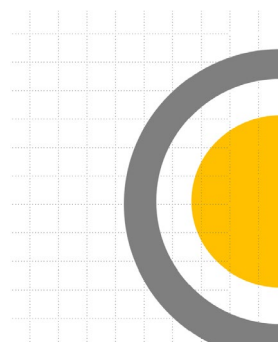
Coleg Gwent Catchment Area

All students who reside within the catchment area of the schools listed below are within the catchment area for Gwent Tertiary College for post 16 Education. Students are however only eligible for free transport if they are attending the nearest campus offering the course.

- Blackwood Comprehensive School
- Islwyn High School
- Newbridge School
- Risca Community Comprehensive School
- Ysgol Gyfun Cwm Rhymni - (Islwyn Area)

Should students who reside within these catchment areas choose to attend an alternative education establishment, assistance will only be provided if the student is attending the nearest education establishment to home offering the course.

The mileage limits will be the same as those applying to school pupils. The arrangements as specified for schools above, apply equally to college students.



Ystrad Mynach College Catchment Area

All students who reside within the catchment area of the schools listed below are also within the catchment area for Ystrad Mynach College for post 16 Education.

- Idris Davies School 3-18
- Heolddu Comprehensive School n Lewis School Pengam
- Lewis Girls Comprehensive School
- Bedwas High School
- St Martins Comprehensive School
- St Cenydd Community School
- Ysgol Gyfun Cwm Rhymni (Rhymney Valley Area)

Should students who reside within these catchment areas choose to attend an alternative education establishment other than Ystrad Mynach College or their catchment comprehensive school, assistance will only be provided if the student is attending the nearest education establishment to their residence offering the course.

The mileage limits will be the same as those applying to school pupils. The arrangements as specified for schools above, apply equally to college students.

Travel Grant

Where a course of study is not available locally (i.e. at the relevant 'school or college, as appropriate') a travel grant of £363 is available.

This travel grant is payable in six Instalments of £60.50. The travel grant is paid at the end of each half term/term after confirmation has been received of the continuing attendance.

Petrol Allowance

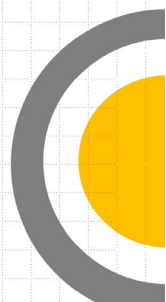
Students who meet the criteria for the provision of free transport to their chosen education establishment can apply for petrol allowance.

Petrol Allowance is paid at a rate of fifteen pence per mile. Should a student wish to apply for petrol allowance then they should put a supporting letter with their application detailing why they are unable to travel on the prescribed transport.

Petrol allowance is only normally payable in circumstances where either the contracted vehicle or public transport is not suitable. Authorised petrol allowance claims are payable at the end of each half term/term.

Work based learning

The Authority does not provide assistance to those students on work-based learning courses. Students should contact the provider who may be able to offer assistance.



Post 16 learners may be eligible for the Education Maintenance Allowance (EMA), funded by Welsh Government and administered on their behalf by Student Finance Wales. The EMA is intended to support post 16 learners to access post 16 education. Details to determine eligibility for EMA are available from the Student Finance Wales website at www.studentfinancewales.co.uk/fe/ema

Travel Behaviour Code

The Welsh Government has introduced an initiative called “The Travel Behaviour Code” to promote safe travel for all children and young people, by setting out the standards of behaviour required when travelling between home and school. The code applies to all modes of travel to and from education institutions, and learners must comply with the code whilst travelling to and from their place of learning.

The code sets out standards of behaviour expected of a learner when travelling to and from their place of learning and encourages schools and Councils to work proactively with learners, their parents/carers and the community to promote positive behaviour.

Parents should ensure the learner has understood the code and must encourage good behaviour.

It is compulsory to wear a seat belt on dedicated mainstream school transport. Parents/carers are requested to emphasise the importance of wearing a seat belt to their child(ren).

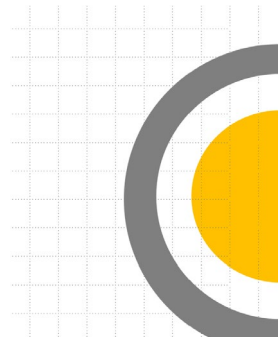
In the event that a learner does not comply with the Travel Behaviour Code the Council can for a period of time withdraw an individual’s entitlement to free transport. In the event transport is withdrawn from a learner, it is the responsibility of the learner’s parents to arrange transport to and from their place of learning.

Appeals

Any appeals against a refusal to grant free transport should be made in writing to the Integrated Transport Unit, giving full details of the reasons for appeal for consideration. Consideration will also be given to individual written applications

for discretionary transport outside the normal policy criteria. These will be considered on their respective merits and in exceptional circumstances, transport may be provided outside the normal policy criteria. If you have any concerns about school transport, you should contact the Integrated Transport Unit.

For further information about school transport policies and procedures please contact the Integrated Transport Unit at educationtransport@caerphilly.gov.uk or 01443 864841.



Section 11 - Education Welfare Service

The Education Welfare Service is a specialist support service and provides an extensive range of services for children, families and schools, in addition to carrying out a number of statutory functions of the Local Education Authority. The central role of the Education Welfare Service focuses on the social, emotional and educational problems, which can affect a child's ability to benefit from the educational opportunities offered by regular attendance at school. The Education Welfare Officer will liaise regularly between school and home to offer appropriate support and guidance.

The role and aims of the Education Welfare Service are;

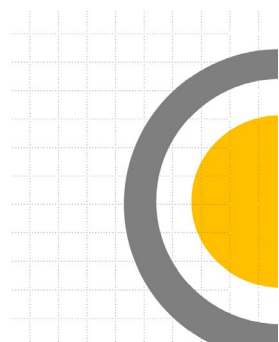
- To support schools and parents in their efforts to maintain regular attendance of all pupils.
- To devise and implement strategies aimed at improving attendance.
- To ensure that the LA fulfils its statutory duties regarding school attendance, pupil exclusions, and the employment of pupils.
- To ensure that every child in the Borough is receiving a suitable and appropriate education and are not Children Missing Education.
- To offer help and advice to families on matters related to school transport, meals and clothing and their rights within the various Education Acts.
- To provide a key link between families, schools and the LA with other agencies such as the Social Services and Housing Department, the Police and the Area Health Authority.
- To prevent the exploitation of children in employment and entertainment.

Contact may be made through the following officers:

Louise Pine - Lead Education Welfare Officer Caerphilly South - 07955 433249

Claire Ingram - Lead Education Welfare Officer Caerphilly North - 07955 433247

Email: educationwelfare@caerphilly.gov.uk

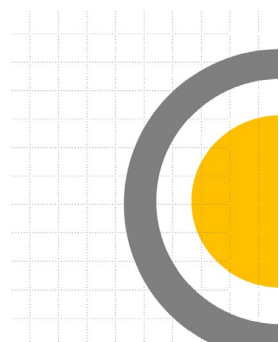


Family holidays during term time

Parents are advised that they do not have an automatic right to withdraw pupils for holidays while schools are in session. Prior application should be made to the Headteacher who will take into account relevant factors such as:

- Age of the child.
- The time of year proposed for the trip.
- Its nature and parental wishes.
- The overall attendance pattern of the pupil.

Where a school does not grant leave of absence and the pupil still goes on holiday, such absence will be recorded as unauthorised. Where permission is granted, if parents fail to abide by the agreement reached with the school and keep a child away for a period in excess of that agreed, any extra time will also be recorded as unauthorised.



Section 12 - Education Services Across the Community

Libraries

There are 18 Libraries in the borough offering a wide range of facilities: free Wi-Fi access, public PC's and book stock.

Adult Community Learning

Caerphilly Adult Community Learning is based at Oxford House in Risca and delivers classes for adults throughout the Caerphilly borough. Our classes and clubs include Employability courses (First Aid, Food Hygiene, Manual Handling), Computers, General Education (basic Teaching qualification, Teaching Assistant), Art, Crafts, Pottery, Dressmaking, Languages and Essential Skills (Literacy, Numeracy, Digital Skills and ESOL).

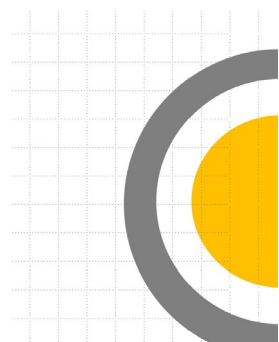
Contact: 01633 612245 icoxford@caerphilly.gov.uk

Employment Support

Employment support within the borough helps people to find work, upskill and change careers. If you are not currently working, you can get help with updating your CV, completing application forms, practising interview skills, and gaining work relevant qualifications. If you are working, we can support you to gain qualifications to secure more hours or a better paid job or retrain to change your career. Our Business Liaison Officers are here to help anyone receiving support from the Caerphilly Employment Support Team, to find suitable vacancies to match their career goals.

The Youth Service

Caerphilly Youth Service provides opportunities for young people aged 11-25 through a range of projects and 21 youth clubs based in communities throughout the borough. Youth Workers have a unique relationship with young people, supporting them to develop their personal & social skills, overcome barriers & realise their potential. For further information on youth services please call 01443 863197.



Section 13 - School Meals Service

Free School Meals - Information for Parents and Guardians

We are pleased to tell you that all primary school children in Wales, including those in reception class, are entitled to receive free school meals. If your child attends a full-time nursery – both morning and afternoon sessions, they would also be eligible for a free lunch. A full-time nursery is not available at all schools. This initiative is part of the Welsh Government's commitment to tackling child poverty and ensuring that no child goes hungry during their time at school.

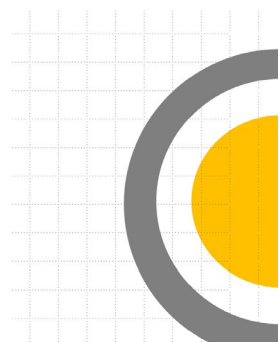
We believe that this is an excellent opportunity for your child to enjoy nutritious meals at lunchtime, free of charge. Not only does this alleviate the financial burden on families, but it also promotes healthy eating habits and provides a variety of food options for your child to explore.

Moreover, offering free school meals has wider benefits beyond addressing hunger and financial pressures. It encourages social interaction and the development of essential social skills during mealtimes. Research has shown that children who eat together at school tend to exhibit improved behaviour and academic attainment.

Please note that being in receipt of UPFSM does not make you eligible for a School Essential Grant. This grant is only eligible to children whose families are on lower incomes and qualify for certain benefits. Please read the section titled “Eligibility” for further information on Eligible Free School Meals (eFSM).

Eligible Free School Meals (EFSM) and Universal Primary Free School Meals (UPFSM) Understanding the difference

There are families who are already in receipt of free school meals, and it is important to understand the difference between the two schemes.



Universal Primary Free School Meals (UPFSM)

It is Welsh Government's aim that every child in primary school in Wales will be eligible for a universal primary free school meal (UPFSM) by 2024, regardless of household income.

Please note that being in receipt of UPFSM does not make you eligible for a School Essential Grant. This grant is only eligible to children whose families are on lower incomes and qualify for certain benefits. Please read the section titled "Eligibility" for further information on Eligible Free School Meals (eFSM)

Eligibility

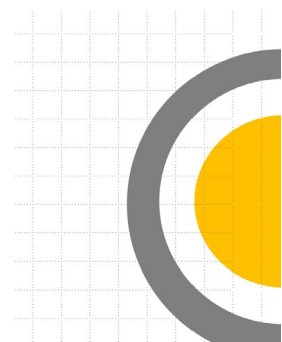
Your child may be able to get free school meals if you get any of the following:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Guarantee element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- to 31 March 2019, Universal Credit - This was done as a temporary measure, pending the development of new eligibility criteria
- from 1 April 2019, Universal Credit - provided your household has an annualised net earned income (Net earned income is defined as household income after taxes and deductions. It does not include income from Universal Credit or other benefits) of no more than £7,400 (as assessed by earnings from up to three of your most recent assessment periods)

The local authority where a learner goes to school (not where they live) is responsible for:

- providing the free school meal
- assessing the eligibility

Free school meal legislation allows foster parents to claim free school meals. As long as a parent is eligible to claim free school meals, the child can get them. A child could potentially have four parents; two foster parents and two natural parents.



Secondary School Meals

Secondary school pupils can choose from a daily selection of hot and cold meals.

Choices may include jacket potatoes, filled baguettes, sandwiches, wraps with fresh fruit and drinks, water is freely available.

St Martins, Lewis School Pengam, Newbridge School and Ysgol Gyfun Cwm Rhymni Gelli Haf Campus offer alternative meal arrangements. Please contact these schools directly for further information.

Parents who require their children to take a packed lunch from home are able to do so and suitable seating is provided at lunchtime. Fresh water is available for all pupils.

Primary School Meals - Menu

Choices of meals are available in many schools, which cater for differences in tastes as well as racial, religious and dietary needs.

Parents who require their children to take a packed lunch from home are able to do so and suitable seating is provided at lunchtime.

When your child goes on a school trip they are eligible to receive a free packed lunch - please check with your school for further information.

Fresh water is available for all pupils.

For further information please visit www.caerphilly.gov.uk/learning/schools or contact Catering Services on 01443 864055. E Mail - catering@caerphilly.gov.uk

