

Date / Dyddiad 10 October 2019
Your ref / Eich cyfeirnod
My ref / Fy nghyfeirnod KE-H/TW
Telephone / Ffôn 01437 775030
Email / E-bost admissions@pembrokeshire.gov.uk
www.pembrokeshire.gov.uk
www.sir-benfro.gov.uk



Pembrokeshire County Council
Cyngor Sir Penfro

IAN WESTLEY, MA, B.Eng.(Hons), C.Eng., M.J.Mech.E., M.C.I.B.S.E.
Chief Executive / Prif Weithredwr

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Pembrokeshire County Council,
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Cyngor Sir Penfro,
Neuadd y Sir, HWLFFORDD,
Sir Benfro, SA61 1TP

Telephone / Ffôn 01437 764551

Please ask for
Os gwelwch yn dda gofynnwch am

Teleri Williams - Admissions Officer

Dear Parent /Guardian

Re: ADMISSION TO SECONDARY SCHOOLS SEPTEMBER 2020

Your child is currently in year 6 and is due to transfer to secondary education in September 2020. I write to invite you to apply for a secondary school place. **If you do not make an application by the deadline date of 20 December 2019 a secondary school place cannot be allocated to your child.**

Ysgol Caer Elen/Ysgol Penrhyn Dewi only – as your child is attending a 3-16 school it is assumed that your child will remain at their current school. If this is correct, there is no action for you to take. However, if you would like a secondary place to be considered at another school, please submit your application by the deadline date.

Before making an application please read the Information for Parents 2020-21 booklet for information about the admission procedures <https://www.pembrokeshire.gov.uk/school-admissions/admission-to-schools-information-for-parents>

Applications for Pembrokeshire secondary schools should be made using the on-line application form via the Pembrokeshire County Council web-site - <https://www.pembrokeshire.gov.uk/schools-and-learning>.

You can find out your catchment school by typing your postcode in the “Services in your area” box by following this link <https://www.pembrokeshire.gov.uk/resident> and clicking search address. You are then able to choose your address and click on the Schools button for information.

You can express a preference for any school however, I would advise that you read the information with regards to eligibility of school transport - <https://www.pembrokeshire.gov.uk/school-transport>

We welcome correspondence in Welsh and English, and will respond within a maximum of 15 working days. We will respond in the language in which the correspondence is received (unless you ask us to do otherwise). / Rydym yn croesawu gohebiaeth yn Gymraeg a Saesneg a byddwn yn ymateb cyn pen 15 diwrnod gwaith fan beilaf. Byddwn yn ymateb yn yr un iaith â'r ohebiaeth a dderbyniwyd (oni bai eich bod yn gofyn i ni wneud yn wahanol).

For a copy in large print, easy-read, Braille, audio, or an alternative language, please contact Pembrokeshire County Council on the number above. / Os am gopi mewn print mawr, fformat hawdd ei ddarllen, Braille, sain neu mewn iaith arall, cysylltwch â Chyngor Sir Penfro ar y rhif uchod.

If you would like further information about any of the Pembrokeshire secondary schools then please visit their web-sites. Applications for secondary schools in another county should be made directly to that county. Information on how to apply to these counties can be found on their websites.

Please ensure that you have completed your application by the deadline date of 20 December 2019. Applications received after that date will be considered late and this may have a bearing on whether you get a place at your preferred school. **Parents will be informed of the allocation of places on Monday 2nd March 2020.**

Should you require any further assistance then please do not hesitate to contact me.

Yours sincerely



Teleri Williams
Admissions Officer

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