

EDUCATION SERVICE

ADMISSION FORUM

HELD ON: Wednesday 28th January 2026 at 3.30pm via TEAMS

1	<p><u>Attendees / Apologies for Absence</u></p> <p>1.1 Attendees:- K. Tucker K. Slade C Dickens L Smith J Carr K Smith S Redwood S Lewis</p> <p>1.2 Apologies were received and accepted from;</p> <p>S. Tong K. Worwood S. Davies</p>
2.	<p>Appointments- Chair and Vice Chair</p> <p>2.1 K.S asked the group if anyone would like to take the opportunity to chair the meeting. There were no volunteers, KS chaired the meeting.</p>
3.	<p><u>Appointments- Core members</u></p> <p>3.1.</p> <p>Dan Mutlow – Croesyceiliog Comprehensive as Secondary representative Keri Smith - Nant Celyn Primary School as Primary representative Lindsay Smith – Penygarn Primary School as Primary representative Learne Harris – St David's Primary School as Voluntary aided representative Anna Britten - Blaenavon Heritage VC Primary School as Primary representative (reserve) Sarah Truelove - Cwmffrwdor Primary School as Primary representative (reserve) Anthony Ager – Abersychan Comprehensive as secondary representative (reserve) Hannah Bedford – Family Information Service as LA representative Charlotte Dickens – Early Years Team as LA representative</p>
4.	<p><u>Notes of the 22nd October 2025 Forum meeting</u></p>

	4.1 The notes of the meeting were previously circulated to Forum members and the wider group inviting comments.
5.	<u>Matters Arising</u> 5.1 There were no matters arising.
6.	<u>September 2025 update</u> 6.1 In-year transfers 25/26 - to date there have been 395 in-year transfer applications received, 222 primary and 173 secondary. 6.2 The Managed Move Panel continues to take place on a fortnightly basis with all Secondary schools within Torfaen. The panel is held with either Head Teachers or representatives from the schools who can make a delegated decision at the meeting. The purpose of the panel is to discuss the hard-to-place pupils, and for schools to discuss pupils who they feel would benefit from a Managed Move.
7.	<u>September 2026 update</u> 7.1 Secondary 2026 – The on-time round closed on the 31 st October 2025. There were 895 applications received. Decisions will be issued on the 2 nd March. Primary 2026 – The on-time round closed on the 15 th January 2026. To date we have received 809 applications, however, not all have been verified as yet and there will still be paper applications to process so this figure will change. Decisions will be issued on the 16 th April 2026. Nursery 2026 – The on-time round of Nursery 2026 applications has concluded. There were 452 applications received. Of those 100% obtained a September placement in their first choice of school. We were unable to offer 15 applicants a placement commencing January 2026 due to the admission number being reached. The decision date for the April rising 3 placements is the 30th January 2026, we are unable to offer April rising placements to 21 applicants.
8.	<u>To consider proposed admission arrangements for 2027/28</u> 8.1 Welsh Government School Admissions Code is currently being reviewed. The LA have received notification from WG of some of the changes they are proposing in the code to review. 8.2 The Local Authority consulted on its admission arrangements for 27/28 between the 9 th of December 2025 and the 20 th January 2026. The confirmed admission dates for the 2027/2028 admission rounds are as follows – <u>Primary:- 2027</u> Open date - 13 th November 2026 Closing date - 15 th January 2027 (5pm)

	<p>Offer date - 16th April 2027 (statutory offer date)</p> <p><u>Secondary:- 2027</u></p> <p>Open date - 18th September 2026</p> <p>Closing date – 30th October 2026 (5pm)</p> <p>Offer date Monday 1st March 2027 (statutory offer date)</p> <p><u>Nursery:- 2027</u></p> <p>Open date - 8th June 2026</p> <p>Closing date - 20th July 2026</p> <p>Offer date - 18th September 2026 (Sept 2027 4-year-olds & January 2027 rising 3's)</p> <p>Offer date for April rising 3's is Friday 29th January 2027</p> <p>8.3 The School Admissions Policy for 2027/28 has been updated to reflect the changes implemented by the co-ordinated admissions scheme between the council and the following voluntary aided (VA) (Faith) schools;</p> <ul style="list-style-type: none"> • St. David's RC Primary School, Cwmbran • Our lady of the Angels RC Primary School, Cwmbran • Padre Pio RC Primary School, Pontypool • Henllys Church in Wales Primary School • Ponthir Church in Wales Primary School <p>This year, the Local Authority have consulted on changes to the admission number of the following schools;</p> <ul style="list-style-type: none"> • Maendy Primary School from 60 to 55 • Penygarn Primary School from 63 to 60 <p>The Local Authority are also proposing changes to the capacity numbers of some schools. This is not to reduce the capacity of the school but to bring it in line with their admission numbers.</p> <p>There has also been some work undertaken to combine the Admissions Policy and Parent/carer booklet into one document (following the approval of the admissions policy). Therefore, some of the paragraphs within both documents have been replaced/moved to reflect this. Areas of the policy will also be reworded to update terminology/provide greater clarity around certain topics without changing the intent.</p> <p>Following consultation, the final policy will be shared with the executive member for Education on the 17th March in readiness for publication by the 15th April 2026.</p>
9.	<p><u>To review the local authority's information booklet for September 2027</u></p> <p>9.1 The booklet for 26/27 has been reviewed and there are proposed changes. Part of these form the changes to the school admissions policy and the amalgamation of the two documents alongside updates from other departments. The changes will be made in readiness for the booklet to be</p>

	<p>published for June 26. The booklet has been distributed to those who contribute to it for any updates. The deadline for the response to any amendments is the 27th February 2026.</p> <p>9.2 Communication is ongoing in relation to promoting the Welsh language to the wider community, this is being undertaken by a working group led by the Welsh Medium school cluster and is recognised through the Council's WESP (Welsh Education Strategic Plan) and the work involved in developing it. It was noted that communication links are being strengthened, open events are being held, strategies are in place. A new sub-group has been created to specifically look at data and how we can track those learners from nursery through to secondary school.</p>																																								
<p>10.</p>	<p><u>Harmonisation of Term Dates</u></p> <p>10.1 The proposed Term dates for the 2026/27 & 2027/28 academic year have been approved by Welsh Government as part of the harmonisation arrangements.</p> <p>2026/27 academic year</p> <table border="1" data-bbox="365 840 1367 1030"> <thead> <tr> <th>Term</th><th>Start</th><th>Half Term Starts</th><th>Half Term Ends</th><th>Term Ends</th></tr> </thead> <tbody> <tr> <td>Autumn</td><td>1/9/26</td><td>26/10/26</td><td>30/10/26</td><td>18/12/26</td></tr> <tr> <td>Spring</td><td>4/1/27</td><td>08/2/27</td><td>12/2/27</td><td>19/3/27</td></tr> <tr> <td>Summer</td><td>5/4/27</td><td>31/5/27</td><td>4/6/27</td><td>20/7/27</td></tr> </tbody> </table> <p><i>Easter Sunday – Sunday 28th March 2027</i> <i>May Day – Monday 3rd May 2027</i></p> <p>2027/28 academic year</p> <table border="1" data-bbox="365 1262 1367 1453"> <thead> <tr> <th>Term</th><th>Start</th><th>Half Term Starts</th><th>Half Term Ends</th><th>Term Ends</th></tr> </thead> <tbody> <tr> <td>Autumn</td><td>2/9/27</td><td>25/10/27</td><td>29/10/27</td><td>17/12/27</td></tr> <tr> <td>Spring</td><td>4/1/28</td><td>21/2/28</td><td>25/2/28</td><td>7/4/28</td></tr> <tr> <td>Summer</td><td>24/4/28</td><td>29/5/28</td><td>2/6/28</td><td>21/7/28</td></tr> </tbody> </table> <p><i>Easter Sunday – Sunday 16th April 2028</i> <i>May Day – Monday 1st May 2028</i></p> <p>Dates for 2028/29 and 2030/31 are currently being considered by SEWC Directors and will be subject to local consultation in due course.</p>	Term	Start	Half Term Starts	Half Term Ends	Term Ends	Autumn	1/9/26	26/10/26	30/10/26	18/12/26	Spring	4/1/27	08/2/27	12/2/27	19/3/27	Summer	5/4/27	31/5/27	4/6/27	20/7/27	Term	Start	Half Term Starts	Half Term Ends	Term Ends	Autumn	2/9/27	25/10/27	29/10/27	17/12/27	Spring	4/1/28	21/2/28	25/2/28	7/4/28	Summer	24/4/28	29/5/28	2/6/28	21/7/28
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<p>11.</p>	<p><u>To consider co-ordinated arrangements for all schools covered by Torfaen for 2027/28</u></p> <p>11.1 As previously advised the LA will be receiving applications for all Primary schools in Torfaen. The Faith secondary school will continue to receive and process their own applications.</p>																																								

12.	<p><u>Annual Report</u></p> <p>12.1 The annual report for 24/25 was submitted on the 24th November 2025 to WG.</p>
13.	<p><u>Sustainable Communities for Learning</u></p> <p>13.1 Update provided by ST:-</p> <p><u>Maendy</u> Childcare building is to be completed early February along with the rest of the site such as playground and car park. The completion of the grass field is subject to confirmation, later in the year.</p> <p><u>Crownbridge</u> This project is now complete.</p> <p><u>Ysgol Bryn Onnen</u> The design phase is still ongoing. Updated programme to be confirmed.</p>
14.	<p><u>Capacity and Admission Number</u></p> <p>14.1 The admission number to Maendy Primary School for the 27/28 admissions round will decrease from 60 to 55. Penygarn will decrease from 63 to 60. The Local Authority are also proposing changes to the capacity numbers of some schools. This is not to reduce the capacity of the school but to bring it in line with their admission numbers.</p>
15.	<p><u>AOB</u></p> <p>15.1 CD – asked if the booklet could be shared with the non-maintained settings. KS asked KT to issue the 2027 booklet to settings for any updates and add them to the distribution list.</p> <p>15.2 KS advised the group that going forward the School admissions forum will be changed to November/December and then May/June to enable accurate phase figures to be provided.</p>
16.	<p><u>Date of Next Meeting</u></p> <p>16.1 The next meeting is proposed for 18th November 2026. Meeting to be held via Microsoft teams and a Team invite will be sent in due course. Agenda and any papers to be distributed in due course.</p> <p>16.2 KS thanked the Forum members for their attendance.</p>

Kelly Slade
Admission and Transfer Manager
January 2026