

Admission Forum Annual Report 2024/25

Admission Authority: Merthyr Tydfil County Borough Council

Secretary to the Forum: Wendy Watkins

Contact details: Email/Tel: wendy.watkins@merthyr.gov.uk – 01685 725000

Membership and attendance of the Forum

Name	Position	Time served as Forum Member *	Membership by category (see table below)
1. Mr O. Morgan	Chair	3 Years	S/CV
2. Mr K. Maher	Vice Chair	3 Years	S/CV
3. Ms A. Bowen	Welsh Primary Representative	2 Year	S/CV
4. Mr L. Brennan	Secondary School Representative	2 Year	S/CV
5. Mr R. Davies	Catholic School Representative	2 Year	RC
6. Mrs J. Watkins	Team Leader, ALN	3 Years	LA/ALN
7. Mrs D. Morgan	Governor Representative	4 Years	PG
8. Ms A. Robertson	Director of Schools, Archdiocese of Cardiff	6 Years (13/05/24)	RC
9. Mrs C. Christy	Admissions Officer, RCTCBC	4 Years	L/COM
10. Mr G. Morgan	Safeguarding Officer	2 Year	LA
11. Mr J. Michalski	Admissions Officer	3 Years	LA

*If served more than 4 years also include date of re-election.

Acronyms for Core Members

Members Nominated by	Core Membership	Acronym
LA - any member or officer of the authority	1 to 5	LA, LA/SEN/ALN, LA/LAC
Church in Wales Diocesan representatives	1 to 3	CIW
Roman Catholic Diocesan representatives	1 to 3	RC
Schools - community and voluntary controlled	1 to 3	S/CV
Schools – foundation	1 to 3	S/F
Schools - voluntary aided	1 to 3	S/VA
Parent governor representatives	1 to 3	PG
Representatives of the local community	Up to 3	L/COM

Meeting dates and attendance (Please note that nothing in the Education (Admission Forums (Wales) Regulations 2003¹ precludes some or all members taking part virtually). Regulation 9 of the 2003 Regulations provides that core members can regulate their own procedure subject to any provision in those regulations)

	Date	Number of Forum Members in attendance - by category
First meeting	21/10/24	7
Second meeting	03/02/25	9
Third meeting	-	-

¹ [The Education \(Admission Forums\) \(Wales\) Regulations 2003 \(legislation.gov.uk\)](https://www.legislation.gov.uk)

Has your authority established a joint forum with an adjoining local authority? If yes, can you provide details of the authority concerned and how successful this has been.

N/A

Please confirm whether admission authorities within the forum area have completed the consultation and determination of admission arrangements process within the timescales required by the Education (Determination of Admission Arrangements) (Wales) Regulations 2006² [including consultation on the arrangements³ by 1 March in the determination year and determination of the final arrangements by 15 April of that year].

If any admission authority has not met the timescales, please give details here.

How many consultation documents have you seen from admission authorities (not including other local authorities)?

All of the relevant admission authorities, in the prescribed forum area, completed the determination of admissions arrangements within the designated timescale.

The authority has not seen any other consultation documents other than those from local authorities.

² [The Education \(Determination of Admission Arrangements\) \(Wales\) Regulations 2006 \(legislation.gov.uk\)](https://www.legislation.gov.uk)

³ This includes consultation on sixth form arrangements for schools with sixth forms which should be carried out at the same time.

What admission arrangements have been put in place to serve the interests of vulnerable children?

Have they proved successful?

What other arrangements have you identified to support these children?

The School Admissions Team oversees the Managed Moves within the LA and have established excellent working practices with schools, parent/carers, pupils to identify robust packages of support, where required, for a successful move of schools.

Close working relationships with ALN service, CLA, Education Inclusion and Social Services Intake and Assessment Team to ensure the needs of the individual pupil are considered and supported.

Continued attendance at panels such as Permanent Exclusions Panel and Tuition Panel.

We have also re-established our Fair Access Protocol Panel.

How well have the agreed in-year admission procedures worked?

How many children have been admitted to each school under the procedures?

Have you identified an increase in numbers for in-year admissions, if so, what action has been identified to address the issue?

The LA continues to reaffirm with its schools the need to admit pupils within a reasonable and appropriate timescale. Any resistance or obstruction will be referred to the forum for consideration.

The LA completed 226 in year primary applications during the academic year 2024/25, which was an increase of 56 on the previous year.

In relation to secondary applications, the LA processed 71 in year applications, 15 applications more than the previous academic year.

Please provide a short summary of the key admission issues identified for the area and how the forum has addressed them?

Online admissions – continued monitoring of the effectiveness of on-line admissions and accuracy of information supplied by parent/carers.

Is there coordinated admission activity in your local authority?

If so which admission authorities in your local authority area are participating?

Has it been successful/beneficial?

There are currently no coordinated arrangements in place between admission authorities.

As per new Welsh Government regulations, the Local Authority and the Admissions Authority for Blessed Carlo Acutis Catholic School are finalising an agreement to coordinate our admissions arrangements for placements from academic year 2027-2028 onwards.

School Admissions and Appeals

Name of School	Admission number	Number of applications	Number of parental preferences that were met	Number of successful applications	Number of appeals	Number of successful appeals
ABERCANAID PRIMARY	26	13	13	13	0	N/A
BEDLINOG COMMUNITY PRIMARY	14	11	11	11	0	N/A
CAEDRAW PRIMARY	32	19	19	19	0	N/A
CYFARTHFA PARK PRIMARY	56	59	59	59	0	N/A
DOWLAIS PRIMARY	22	23	23	23	0	N/A
EDWARDSVILLE PRIMARY	46	34	34	34	0	N/A
GELLIFAELOG PRIMARY	34	24	24	24	0	N/A
GOETRE PRIMARY	62	37	37	37	0	N/A
GWAUNFARREN PRIMARY	37	28	28	28	0	N/A
HEOLGERRIG PRIMARY	29	21	21	21	0	N/A
PANTYSGALLOG PRIMARY	51	49	49	49	0	N/A
TRELEWIS PRIMARY	31	31	31	31	0	N/A
TROEDYRHIW COMMUNITY PRIMARY	28	21	21	21	0	N/A
TWYNYRODYN COMMUNITY PRIMARY	42	29	29	29	0	N/A
YNYSOWEN COMMUNITY PRIMARY	47	31	31	31	0	N/A
YSGOL Y GRAIG PRIMARY	30	30	30	30	0	N/A
YSGOL GYNRADD COED-Y-DDERWEN	29	20	20	20	0	N/A

YSGOL GYNRADD GYMRAEG RHYD Y GRUG	41	27	27	27	0	N/A
YSGOL GYNRADD GYMRAEG YSGOL SANTES TUDFUL	61	29	29	29	0	N/A
AFON TAF HIGH	168	190	190	190	0	N/A
CYFARTHFA HIGH	178	134	134	134	0	N/A
PEN Y DRE HIGH	192	193	193	193	0	N/A
Total	1256	1053	1053	1053	0	N/A

What methods have the Forum used to promulgate any advice or decisions it has reached?

Information is circulated to Headteachers, schools and governing bodies. When relevant, information is also presented to members of the forum.

Date Forum's advice published on Admission Authority's Website:

Please also provide the relevant link: www.merthyr.gov.uk

Signature: W. Watkins

(Secretary to the Forum)

Date: 27th November 2025

Please return the completed report by 28 November 2025