



CORPUS CHRISTI HIGH SCHOOL

Tŷ Draw Road, Lisvane, Cardiff CF23 6XL

Headteacher : Mr Patrick Brunnock

YSGOL UWCHRADD CORPUS CHRISTI

Heol Tŷ Draw, Llysfaen, Caerdydd CF23 6XL

T 029 20761893

F 029 20761970

Email bmullins@cardiff.gov.uk
www.corpuschristihs.co.uk

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Dear Parent/Carer,

APPLICATION FOR ADMISSION

Thank you for expressing an interest in applying for a place for your son or daughter at Corpus Christi High School.

Please find enclosed a prospectus and an application form. The prospectus should give you an idea of Corpus Christi, our ethos and the kind of education we aim to provide. It also includes on page 6 the **Admissions Policy** with details of how to apply to the school and oversubscription criteria. Ensure that you read this policy carefully before completing your application.

Completing the Application Form

The Corpus Christi application form will be used by Governors when deciding on admissions and it is very important that you complete it accurately.

The following documents must be provided with the completed application form:

- Evidence of the current home address of your child e.g. a copy of a utility bill or Council Tax Form dated within the last three months;
- A copy of your child's Catholic baptismal certificate;
- If applicable, a letter of support from your minister or person in authority (refer to *Admissions policy*).

Returning the Application Form

Applications must be returned to Mrs Caroline Willis, Admissions Manager, at Corpus Christi High School.

Receipt of Application Form

Receipt of your application will be acknowledged by email. If you have not heard after fourteen days please contact the school.

Open Evening

The school's Open Evening will be held on Tuesday, 16th October 2019 between 4.15pm - 6.30pm. This will be an opportunity to visit Corpus Christi and see what we have to offer your child. We look forward to welcoming you.

Transport to School

As stated in the Admissions Policy, children who live in the parishes designated to Corpus Christi have a higher priority than those living in other parishes. Nevertheless, Governors may admit children from outside the seven designated parishes. In such cases it should be noted that these children will not qualify for free school transport even if they live more than three miles from Corpus Christi.

Statements of Special Needs

If your child has a Statement of educational need or education, health and care plan, please indicate this on the Corpus Christi application form. Please be aware that admissions procedures for children with statements also involve the Achievement and Inclusion department of the Schools and Lifelong Learning Service.

If you have any queries or questions about admissions, please do not hesitate to contact me.

Yours faithfully,



Mrs C Willis
Admissions Manager