

Secondary offer day FAQ

03/03/2025



Release of Results

Results will be live on the portal from 10am, an email will be sent to parents at 10am.

Notification letters should be received on results day.

Results can be given over the phone from 10am.

Accepting / Refusing

- Accepting should be done through the online portal. You can also accept via email / letter / C2C memo. This needs to be done by **17/03/2025**.
- Refusing a place needs to be done in writing/email with an **alternative place of study, offers cannot be refused without this**.
- Children will stay on the Waiting List until **30/09/2025**.
- Waiting List positions will not be made available
- **Deadline for 2nd Round is 17/03/2025**, late applications need to be completed and returned by that date. The late form is available from the Website.

- Late applications will be assessed in the later rounds **2nd/3rd/4th** depending when they are submitted.
- If parents wish to be reconsidered for a lower preference they need to submit a late application form.
- All applications are assessed based on the Over-Subscription Criteria which can be found in the School Admissions Policy on the website.
- Parents can **accept/refuse** coordinated school offers through School Admissions—Whitchurch High, St Teilo's, Bishop of Llandaff, Mary Immaculate and Corpus Christi.
- Other **faith/private** schools need to be contacted directly.

How do I appeal the decision?

Fill in the appeals form on the website and email it to schoolappeals@cardiff.gov.uk within 14 days of results—**17/03/2025**

How do I complain?

Send via email to:

Secondaryadmissions@cardiff.gov.uk

I want to discuss my application?

Request a callback via C2C, if it is urgent please refer to the phone rota and call through

