IN-YEAR APPLICATION FORM FOR ADMISSION TO DATCHET ST MARY'S C of E PRIMARY ACADEMY

Please read the school's admission policy and fill out and return this in-year application form.

Please complete in CAPITAL LETTERS and return to Mrs Barney at the school office

Section 1: Child's details						
Legal Surname		First Name				
If your child is known by a different surname, please state it here		Middle Names				
Normal Home Address (this is the address at which your child normally lives, see Admission Policy for details)			Male or Female			
			Date of Birth (dd/mm/yy)			
			Day	Month	Year	
	Postcode					
Name and address of current (or most recent) school/nursery	If no longer attending, please give last date of attendance					
Telephone number of school/nursery						

If you are moving to the area, you can apply in advance of your move. You MUST provide proof of your move as follows:

a) Evidence that you have sold, or are in the process of selling, your previous property, or that a previous lease agreement has expired.
b) Confirmation that your house purchase is legally binding (in other words, you have already exchanged contracts and have a confirmed date for completion) or
c) A formal lease agreement of at least six months.

Section 2: Your details		
The first part of this section should be completed with the details of all the parents/carers living at the address shown in Section 1 who have parental responsibility for the child. You may also give us details of any other adults(s) who has/have parental responsibility for the child.		
Name(s) of parents/carers living at home address above		
Relationship(s) to child		
Email address:	Name:	Email:
Home/Day time telephone number		
Alternative telephone number(s)		

If another adult has parental responsibility but does not live at the same address as the child, please provide their details	Name: Address: Telephone Number: Relationship to the child
Is your child currently, or has s/he previously been a Looked After Child (formally adopted or a child in care of a Local Authority)?	Yes/No If the child is supported by a Social Worker please give details. Social Worker name: Contact details: Local Authority:
Are you or your partner a serving member of the Armed Forces or a Crown Servant?	Yes/No If yes please provide details
Does your child have any brother or sisters attending to the school? (See definition of siblings in the school's admission policy)	Yes/No If yes, please give details of siblings' name(s) date(s) of birth and year group(s)
Does your child have any brother or sisters applying to the school?	Yes/No If yes, please give details of siblings' name(s) date(s) of birth and year group(s)

Section 3: Reason for request for admission

Are you applying because you are moving into the area?	Yes/No If yes, please ensure you have provided evidence of your move as requested above
Is your child transferring from another local school?	Yes/No If yes, please give the details

If you are transferring from one RBWM to another RBWM school you must discuss the transfer with your child's current Headteacher and get this section signed by them. *Forms will be returned if a signature is not provided.*

Headteacher's Signature			
Print name		Date	

Section 4: Education

Which year group is your child currently in?	
Does your child hold a statement of special Educational Need (SEN) or Education Health & Care Plan?	Yes/undergoing assessment/No Please give details as appropriate

Section 5: Further Information

Is there anything else you think we need to know about to enable us to be able to support your child in school? (e.g. additional medical or educational needs)	

Section 6: Parental Declaration (Please tick to confirm)

☐ I certify that I have parental responsibility for the child named in Section 1, and that this application has the agreement of all parents/carers listed in section 2

☐ I confirm that the information I have provided is to the best of my knowledge correct and up to date. I understand if I give any false or deliberately misleading information on this form and/or supporting papers or without any relevant information, this may lead to the withdrawal of an offer of a school place for my child

☐ I have read and understood the school's Admission Policy

Signature of Parent/Carer: Date:

Information supplied will be used for registration purposes under the Data Protection Act 1998

Once completed you should return this form, with any supplementary paperwork to:

Mrs Barney
Parent/Pupil liaison officer

The Green, Datchet, Berkshire SL3 9EJ admissions@datchetstmarysacademy.co.uk

The school office will need to take a copy of your child's birth certificate and proof of address in support of your application.

If you have any questions please contact Mrs Barney on: 01753 542982

For office use only:

Date received…….. Criteria……. Distance……..

Evidence of birth certificate seen…….. (Sign and attach copy)

Evidence of proof of address seen……(Sign and attach copy)