Nottinghamshire County Council

Application form for admission to school

From September 2013

'Admissions to Schools: Guide for parents' gives full details of the admission process together with information on individual Nottinghamshire schools. This is available on www.nottinghamshire.gov.uk, in all schools and customer service points.

The easiest way to apply for a school place is online, www.nottinghamshire.gov.uk/admissions

SECTION A - YOUR CHILD'S DETAILS

Full legal name:

Current school

Address: (this must be the address at which your child is permanently living)

Date of birth

Please tick

Girl ☐ Boy ☐

If your child is known by another name please give details:

Looked after children* and **previously looked after children***

All schools must give highest priority within the admission oversubscription criteria to these children. If your child is "looked after" or "previously looked after", please detail the local authority below, for example Nottinghamshire.

A social worker must also countersign the declaration overleaf.

For "previously looked after children" additional information must be included with your application.

Local Authority:

Statement of special educational needs

If you child has a "Statement of Special Educational Needs", please detail the local authority below, for example Nottinghamshire. **The Statutory Assessment and Placement Team is responsible for placing children with a statement in a school. You should contact them for further advice before submitting this form.**

Local Authority:

SECTION B - YOUR PREFERRED SCHOOLS IN PRIORITY ORDER

	1 List your 4 preferred schools in priority order.	2 Reasons for preference. Remember to check whether you need to include any written supporting information from a professional.	3 Siblings* attending your preferred school in September 2013.	
1			Sibling name	DOB
2			Sibling name	DOB
3			Sibling name	DOB
4			Sibling name	DOB

Apply online: www.nottinghamshire.gov.uk/admissions

*It is important to read the definitions before applying for a school place. Please see 'Admissions to Schools: Guide for parents'.

SECTION C - ADDITIONAL INFORMATION AND SUPPLEMENTARY FORMS

If you are applying for a voluntary controlled, voluntary aided, foundation, trust or academy school you may need to:

- provide written evidence from a minister to prove your commitment to religion
- complete a supplementary form - available from our website, www.nottinghamshire.gov.uk or by contacting the school

Remember you must send any additional information to the correct admission authority before the closing date.

***Some own admission authority arrangement definitions may differ from those of Nottinghamshire County Council - it is important therefore that you read their admission oversubscription criteria carefully (e.g. siblings, home address, etc).**

SECTION D - APPLICANT DETAILS & DECLARATION

Title : Please tick

Mr	Mrs	Ms	Miss	Other - Please state (i.e. Dr/Rev)

Applicant's Full name

Relationship to child : Please tick

☐ Mother ☐ Father ☐ Other ☐ Step parent ☐ Relative ☐ Social Worker ☐ Other family member

Do you have parental responsibility for this child? Please tick

Yes ☐ No ☐

If this child is "looked after" (refer to definition in 'Admissions to Schools: Guide for parents'). You will also need your social worker to countersign the declaration below.

If your address is different from the child's address listed on the front of this application or you are moving house, please give details here. You will also need to include with your application evidence to verify your child's permanent address. See 'Admission to Schools: Guide for parents' for information

Date of house move:

Telephone numbers: Home | Work | Mobile

E-mail address:

Nottinghamshire undertakes random checks and home visits to verify that addresses provided by parents are genuine. If we receive an application which is found to be fraudulent, any offer of a place on the address used will be automatically withdrawn. Such an application could also constitute an offence which may result in the County Council starting legal proceedings against the person providing the false statement.

1. I have read Nottinghamshire's 'Admissions to Schools: Guide for parents 2013-2014' and certify that the information given on this form is correct. I understand that a fraudulent or intentionally misleading application could result in any offer of a place being withdrawn.
2. I confirm I have parental responsibility and that I have checked all those with parental responsibility are in agreement with the preferences expressed.

Your signature: Date:

Social worker's signature: Date:

Returning your application form

School Admissions Team, Meadow House, Littleworth, Mansfield, Nottinghamshire NG18 2TA - you must return your application and any additional information by the **closing date.**

Nottinghamshire County Council abides by the Data Protection Act 1998. The information you have provided about yourself and your child/children will be stored on our database so that we can process your application and manage school admissions. Information will only be shared with other admision authorities where it is necessary to do so to process your application.

D&P(O) 7.11/6870