Admissions to schools: Guide for parents 2018 - 2019, Applying for school places in-year gives full details of the admission process together with information on individual Nottinghamshire schools. This is available on www.nottinghamshire.gov.uk/admissions and in all schools. Places must be taken up by the start of the next half term. For places allocated in the summer term 2019, the place must be taken up before the end of the summer term 2019.

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 name 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 and education, health and care plan

If your child has a statement of special educational needs or education, health and care plan (EHCP), please detail the local authority below, for example Nottinghamshire. The Integrated Children’s Disability Service is responsible for placing children with a statement or EHCP in a school. You should contact them for further advice before submitting this form.

Local Authority:

SECTION B - YOUR PREFERENCES

Date place required 

Applications can be made up to 6 weeks before the place is required.

Reasons for preference

Children benefit from continuity of teaching and learning. If you have not moved house, please ensure that you have discussed this request with your child’s current headteacher before submitting your application. If you still wish to transfer your child from one school to another, please indicate your reasons below. Any additional supporting written evidence stating why this transfer is in the best interests of your child should be attached to your application.

*Some definitions may vary. It is important that you refer to the admission arrangements for the school(s) that you are applying for.
SECTION C - APPLICANT DETAILS & DECLARATION

Title: Please tick

<table>
<thead>
<tr>
<th>Mr</th>
<th>Mrs</th>
<th>Ms</th>
<th>Miss</th>
<th>Other - Please state (i.e. Dr/Rev)</th>
</tr>
</thead>
</table>

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? Yes ☐ No ☐

If this child is looked after (refer to definition in Admissions to schools: Guide for parents 2018 - 2019, Applying for school places in-year) you will also need your social worker to countersign the declaration below.

Date of house move:

Telephone numbers:

- Home
- Work
- Mobile

E-mail address:

Nottinghamshire County Council undertake random checks to verify that information provided by parents is genuine. If we receive an application where the address is proven to be fraudulent, any offer based on that address may be withdrawn.

1. I have read Nottinghamshire’s Admissions to schools: Guide for parents 2018 - 2019, Applying for school places in-year 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 that I have parental responsibility and understand that my application can only be discussed with the applicant or agreed contact.

Your signature: ______________________ Date: __________

Social worker’s signature: ______________________ Date: __________

Return to: School admissions team, Meadow House, Littleworth, Mansfield, Nottinghamshire NG18 2TA