

If YES, which Local Authority?	
Name of Social Worker	
Is the child a “Previously looked after child” ? ie became subject to an adoption, care arrangement order or special guardianship order immediately after being looked after	YES <input type="checkbox"/> NO <input type="checkbox"/>
If YES, please state under which category they fall within. Adoption <input type="checkbox"/> Care Arrangement order <input type="checkbox"/> Special Guardianship order <input type="checkbox"/>	
Does the child have a Statement of Special Educational Needs or Education, Health and Care Plan?	YES <input type="checkbox"/> NO <input type="checkbox"/>
If YES, your application will be processed by the Special Educational Needs Team – see Section 6 of the booklet ‘A Secondary School for your Child’ for further information	

SECTION 2 - SCHOOL PREFERENCES

Please enter the name and postcode of your preferred school(s) in the preference boxes below **in priority order**. The booklet gives a detailed explanation of the equal preference system. You can express a preference for any school, including Foundation, Voluntary Aided (VA) or Academy Schools, within any Local Authority (LA). You do not have to show a second or third preference if you do not wish, although you are strongly recommended to do so.

Some schools may also offer Year 7 **boarding** places as well as Year 7 **day** places. If you want to apply for a boarding school place for your child you need to include this particular preference within your list of schools as this counts as one of your 3 school preferences but please add the word **‘Boarding’** after the school name. You can also apply for a Year 7 day place at the same school but as this will be counted as a separate preference to any boarding school preference you may have made it is very important that you list them in your priority order. (see also Section 3)

Please consider your preferences carefully as, after the closing date, if you decide to change your school preference or preference order your original application will be withdrawn and your child will NOT be considered for a school place in the first round of allocations even if the original application was received before the closing date. (See booklet for further information)

Completion of the boxes does not guarantee that a place can be offered to your child at one of these schools. Every effort will be made to offer you a school of your preference. However, if schools receive more applications than places available, the admissions criteria will be used to decide which children can be offered places. **Please note that all preferences are considered equally and if your child qualifies for a place at more than one school you will be offered your highest preference school.**

My 1st Preference school is:

Name of School	
Postcode of School	

My 2nd Preference school is:

Name of School	
Postcode of School	

My 3rd Preference school is:

Name of School	
Postcode of School	

Please tick any of the following reasons for your school preference(s). You may tick as many reasons as you like for each preference. You may give reasons for your school preferences including religious or philosophical ones which all admission authorities will have regard to but you should note that all allocations must be made in accordance with the published admissions criteria if a school is oversubscribed. Giving reasons does not guarantee a place at your preferred school or mean that admission authorities will deviate from their published admission policies.

Preferences

	1st	2nd	3rd
Distance (home to preferred school)			
Older sibling in preferred school (see also sibling section below)			
Medical reasons			
Religion or faith			
Catchment area			
Feeder/linked school			
Social reasons			
Ease of travel (public transport)			
Single sex school			
Co-educational school			
Specialist school			
Selective school			
Other reasons			

SIBLINGS (see booklet for definition of a sibling)

If this child has an older brother or sister who will be in attendance at one of your preferred schools in September 2016 please give the details below:

Forename										
Middle Name(s)										
Surname/Family Name										
Date of Birth (dd/mm/yyyy)	Day:	<input type="text"/>	Month:	<input type="text"/>	Year:	<input type="text"/>				
Gender	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>						
Home Address										
										Postcode
Siblings Present										
School Attended										

SECTION 3**FOUNDATION, VOLUNTARY AIDED DENOMINATIONAL and ACADEMY SCHOOLS**

(See each LA's booklet for which schools fall into this category and their individual requirements regarding any supporting evidence)

You should read the school's admission criteria which are published in each LAs Secondary transfer guides as the criteria will be different from those used for Community and Voluntary Controlled schools.

Details of any supporting evidence they may require will be given in their admissions criteria and this evidence should be sent to the school direct. As well as completing this application form certain Foundation, VA or Academy Schools require you to complete a supplementary information form (SIF), copies of which are available from the schools direct. Please see their admissions criteria for details of which schools require a SIF.

Some schools may also offer Year 7 boarding places but you need to include any preference for a boarding school place in your list of schools and add the word 'boarding' after the school name. A SIF may also be required so please refer to the school's individual admissions criteria for details.

If you are applying for an Academy, Foundation or VA School which requires a SIF, please confirm that this has been sent to the school direct. **YES**

Are you applying for a Year 7 boarding place within your list of school preferences? **YES** **NO**
(see notes also under Section 2)

If Yes then please confirm that a SIF where required has been sent to the school direct. **YES**

If one or more of your preferences is for a place at a VA Church School the following information may be useful to the schools when considering your application under their admissions criteria:

	Church of England	Catholic	Other (please specify)
Denomination (please tick appropriate box)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="text"/>

Is your child baptised? **YES** **NO**

NB: If you have answered YES and are applying for a Catholic school, a copy of the baptismal certificate may be required by the school and if so should be sent to the school direct. (please see individual school requirements).

Please tick this box if you have sent a baptismal certificate to the school direct

Name of church where you currently worship?	<input type="text"/>
Name of parish priest/minister?	<input type="text"/>

If you are applying for a VA C of E school, a letter of support from your parish priest or minister may be required by the school. (Please see individual school requirements). Any such evidence should be sent to the school direct and should not be included with this form.

If such a letter has been sent to the school direct, please tick this box

SECTION 4 – APPLICANT DETAILS (details of adult responsible for applying for the school place for the child)

Title (e.g. Mr/Mrs/Ms/Miss)	
Fore Name	
Surname/Family Name	
Address (if different to address in Section 1. See notes and provide your current address if you are in the process of moving)	
	Postcode
Telephone No. (home)	
Telephone No. (work)	
Telephone No. (mobile)	
Email address	
Relationship to pupil	Mother <input type="checkbox"/> Father <input type="checkbox"/> Step Parent <input type="checkbox"/> Foster Parent <input type="checkbox"/> Social Worker <input type="checkbox"/> Other Relative <input type="checkbox"/> Other Family Member <input type="checkbox"/> Other <input type="checkbox"/>
Do you have parental responsibility for this child?	See Section 6 of the booklet 'A Secondary School for your Child' for further information YES <input type="checkbox"/> NO <input type="checkbox"/>

UK Service Personnel.

Please indicate if you are a family of UK service personnel (or crown service) returning from overseas with a confirmed posting to the area. An official letter declaring the relocation date and a unit postal address or quartering area address should be provided.

YES NO

SECTION 5 – DECLARATION**PLEASE SIGN AND DATE THIS FORM BELOW**

You should note that the offer of a school place can be withdrawn by the LA even after your child has started school if, at a later date, it is established that the place was offered on a basis of false or misleading information. If you knowingly give false information in order to obtain a particular school place you could be prosecuted for the offence of fraud by false representation under the Fraud Act 2006 or any other appropriate act.

If false information is provided your application will be void and you will be required to submit a further application. If this is received after the published closing date it will then be regarded as a later application. If it is found that a sibling currently at the school was also offered a place on the basis of false information then for any further applications received the authority will discount the sibling's connection.

In fairness to all parents the Council reserves the right to require documentary evidence of the genuineness of the family address and, if this is not produced, the Council reserves the right to make its own enquiries with, for example, the Council Tax Offices and other authorities.

In the interest of your child's school placement, the information you provide on the preference form may be shared with the other Local Authorities and Schools in the area.

Data Protection Act 1998

The information that you give on this form will be used for the purpose of processing your application for a school place for your child. The information may be shared with other Council Departments for the purposes of verifying the accuracy of the application and if you are also applying for a school outside of Bath & North East Somerset, with LAs and schools in their area.

Name of Parent/Carer	Initials	Surname
Mr/Mrs/Ms/Miss (delete as necessary)		
Signature:		Date

Please return the form by 31 October 2016 to:

Bath & North East Somerset Council, Admissions & Transport Unit, Lewis House, Manvers Street, Bath BA1 1JG

If you require confirmation of your application being received, please also return the acknowledgement card issued with the form appropriately addressed and stamped

This document can be made available in a range of languages, large print, Braille, on tape, electronic and accessible formats.

Please contact The Admissions & Transport Unit on 01225 394312 for further information