



Blenheim

APPLICATION FOR IN YEAR ADMISSION 2018

Student Details

Child's surname	
Child's first name	
Child's middle name(s)	
Child's date of birth/...../.....
Gender	Male / Female
Child's home address - this must be the child's normal place of residence and not a relative's or carer's address	Postcode:
Date the child moved to this address/...../.....
Proof of address You must include at least two documents with your application form, one from each of the sections below, as proof of address. Please tick the relevant box to indicate which documents you have included.	
Section A	<input type="checkbox"/> Council tax statement <input type="checkbox"/> Signed tenancy agreement <input type="checkbox"/> Solicitor's letter on completion of sale
Section B	<input type="checkbox"/> Recent utility bill <input type="checkbox"/> Benefits statements <input type="checkbox"/> Prescription form <input type="checkbox"/> Bank statement <input type="checkbox"/> Other – please specify
Previous address - if child has moved within 2 years	Postcode:
Name and address of current school - If not currently in school, please put N/A and tell us about previous schools below	Postcode:
Date started at current school/...../.....
Other schools attended - please name all schools previously attended before the current school	
Name of School	Address
From	To
Reason for applying for a change of school, or if not currently in school, the reason for leaving previous school	

<p>Is the child in the care of a local authority? If Yes, you should not complete this form but should refer to the child's social worker to complete Surrey's separate form 'Child in care application for in year admission to school'. If No, has the child previously been in care and did they leave care through adoption, a special guardianship order or a residence order?</p>	<p>Yes / No</p> <p>Local Authority</p> <p>(please state the name of the local authority and provide evidence)</p>
<p>Does the child have a statement of special educational needs? If Yes, you should not complete this form but should refer to the child's special educational needs case officer for details on how to apply for a school place.</p>	<p>Yes / No</p>
<p>Is the child a British citizen, EEA or Swiss national? If no, please tick the box to confirm that you have included a copy of the child's passport, visa and any relevant home office documentation regarding their status in the United Kingdom</p>	<p>Yes / No</p>
<p>Is the child currently in the United Kingdom? If No, on what date is the child expected to arrive in the United Kingdom? Please also tick the box to confirm that you have provided evidence of the date of arrival and a copy of the child's passport if they are a British citizen, EEA or Swiss national?</p>	<p>Yes / No</p> <p>...../...../.....</p>
<p>Has the child always lived in the United Kingdom? If No, what is the date they last entered/returned to the United Kingdom? Please also tick the box to confirm that you have provided evidence of the date of arrival and a copy of the child's passport if they are a British citizen, EEA or Swiss national</p>	<p>Yes / No</p> <p>...../...../.....</p>
<p>Is the child in the United Kingdom on a temporary visit If Yes, on what date is the child expected to leave the United Kingdom?</p>	<p>Yes / No</p> <p>...../...../.....</p>

Fair Access Admissions

<p>Has the child ever been permanently excluded from school? If Yes please attach a separate sheet giving dates and reasons for the exclusion(s)</p>	<p>Yes / No</p>
<p>Has the child had any fixed term exclusions? If Yes please attach a separate sheet giving dates and reasons for the exclusion(s)</p>	<p>Yes / No</p>
<p>Does the child have any special educational needs (but without a statement or Education Health and Care Plan)? If Yes, please provide evidence</p>	<p>Yes / No</p>
<p>Does the child have a disability or medical condition which has impacted on their attendance or participation at school? If Yes, please provide evidence and confirm how it has impacted on attendance or participation at school</p>	<p>Yes / No</p>
<p>Is the child subject to a child protection plan or a child in need plan? If Yes, please provide evidence</p>	<p>Yes / No</p>
<p>Is the child a carer? If Yes, please provide details</p>	<p>Yes / No</p>
<p>Is the child a refugee or an asylum seeker? If Yes, please confirm the date of entry to the UK and provide evidence of status</p>	<p>Yes / No</p> <p>...../...../.....</p>
<p>Is the child a registered Gypsy, Roma or Traveller? If Yes, please provide the contact details of the caseworker within the traveller service</p>	<p>Yes / No</p> <p>Name:</p> <p>Phone:</p> <p>Email:</p>
<p>Is the child returning from the criminal justice system? If Yes, please provide the contact details of the caseworker within the local authority who is supporting the child</p>	<p>Yes / No</p> <p>Name:</p> <p>Phone:</p> <p>Email:</p>

Is the child working with or being supported by any other individuals or groups (e.g. social worker, community incident action group, education welfare officer, educational psychologist)?
If Yes, please provide the contact details of the person/people supporting the child

Yes / No

Name:

.....

Phone:

.....

Email:

.....

Reason:

.....

Name:

.....

Phone:

.....

Email:

.....

Reason:

.....

Headteacher statement from current/previous school

Name of school completing this form	
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Please continue any section on a separate sheet if necessary

Child's name		DOB	
Child's chronological year group during 2017/18			
Was this child being taught out of year group?		Yes / No	
On what date was the child put on roll at your school?	/...../.....	
On what date did he/she last attend your school?	/...../.....	
Is the child still on roll at your school?		Yes / No	
If the child has already left your school, please give the date the child last attended, the child's leaving date and reasons for leaving			
If the child has not yet left your school, have you discussed with the parent their reasons for wishing to change school?			
If so, please give details of those reasons, what support you have provided and indicate whether or not you believe a change of school is appropriate			
Do you believe that a change of school is in the child's best interests?			Yes / No
If Yes, please give reasons for your answer			
In your view, is there any action that the school might take to prevent a change of school?			Yes / No
If Yes, please give details			
Child's attendance rate	Current academic year: %	Previous academic year: %	
If under 85% attendance, please explain what may have affected attendance			
Did you make a referral/seek support from the Education Welfare Service?	Yes / No		
Does the child have any special educational needs or disability but without an EHCP?	Yes / No		
If Yes, please provide category			

Levels at KS3				
English		Maths		Science

Please give details of any exclusions relating to this child, including dates and reasons		
Dates	Length	Reason
to		
to		
to		

<p>Has the parent stated 'bullying' as a reason for leaving or transferring? If Yes, please give details below, including actions taken by the school in association with the family to help resolve this</p>	Yes / No
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<p>Have you had cause to liaise with any professionals/educational specialists regarding this child? If Yes, please indicate the services involved and the reasons</p>	Yes / No
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<p>In considering the application for a school place, do you have any other comments to make to enable us to make a decision relating to the placement/level of support required?</p>
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HeadTeacher declaration
 I declare that this form has been completed to the best of my knowledge and belief and includes all information that is relevant to the child's application for a new school place

Name		School stamp
Position within School		
Name of school		
Telephone number		
Email Address		
Date		

YOU SHOULD NOW PASS OR SEND THIS FORM BACK TO THE PARENT

Parent/Guardian/Carer's Details

Title	First name	Surname	
Address (if different from child's address):			
Postcode			
Daytime Phone		Evening Phone	Mobile
Email address			
Do you have parental responsibility for this child?			Yes / No
Relationship to child			
<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Step parent <input type="checkbox"/> Carer <input type="checkbox"/> Social worker <input type="checkbox"/> *Other relative <input type="checkbox"/> *Other contact *Please add more details			
Are you applying on behalf of the child's parent? If yes, please tick the box to confirm that you have enclosed a letter from the child's parent explaining the circumstances and authorising you to act on their behalf			Yes / No
Are you working as a Crown Servant or in Her Majesty's Armed Forces? If Yes, you must provide evidence to support this)		Yes / No	
Are you also making an application for any other children who are part of the same family? If Yes, please confirm their names and dates of birth so that, if appropriate, their applications might be considered together		Yes / No	
		1. Name DOB 2. Name DOB 3. Name DOB	
Additional Contact: We will only discuss this application with the applicant named above. If you wish to authorise us to discuss this application with someone else, please provide their details below.			
Title	First name	Surname	
Relationship to child			

I wish to apply for a place at Blenheim High School. I certify that the information given is true to the best of my knowledge and belief. I understand that if I give any false or deliberately misleading information on this form and/or supporting documents, or withhold any relevant information, this may render my application invalid and/or lead to the withdrawal of an offer of a school place for my child. I understand that it is my responsibility to provide full information to the school and that I will notify the school of any changes to the details on this form or accompanying evidence as soon as they occur, including any change of address. I understand that the school will share details of my application with Surrey County Council.

Name: (Please print name of parent/guardian/carers)

Signature Date

The next steps - you should now ensure that you have enclosed the following information:

- You must now pass this form to the HeadTeacher of the child's current/previous school (if in the United Kingdom) to complete the HeadTeacher statement. If the HeadTeacher statement is not completed, the form will be returned to you and this will lead to a delay in processing your application. If it is not possible to get the HeadTeacher statement completed, please contact the school for advice
- A copy of the child's latest school report, if in English, is required

YOUR APPLICATION WILL NOT BE PROCESSED UNTIL ALL INFORMATION IS RECEIVED

Personal Information Policy – Blenheim High School ('The Admission Authority') respects your rights and is committed to ensuring that it protects your details and the information about your dealings with the school. In accordance with the Data Protection Act 1998, the school will use your information, for the purpose of processing your application for a school place, to: (a) deal with your requests and administer its departmental functions, (b) meet its statutory obligations, and (c) prevent and detect fraud. The school may share your information (but only the minimum amount of information necessary to do the above and only where it is lawful to do so) with the Local Authority. Full details of the Surrey Local Authority Data Protection Policy are available on their website, www.surreycc.gov.uk.