



ADMISSION IN YEAR APPLICATION FORM

Child's Full Name: _____ **Male** ☐ **Female** ☐

Date of Birth: _____ **Year Group:** _____

Name of Parents/Carers: _____

Child's Address:
(the address they spend the majority of their time living) _____
_____ **Post Code:** _____

Telephone Numbers: Home: _____ Mobile: _____

Email Address: _____

- ☐ I enclose proof of my child's date of birth (Birth certificate and/or passport)
- ☐ I enclose two documents which confirm my child's residency at this address eg: child tax credits, child benefit letter, medical card.
- ☐ I enclose two documents which confirm my residency at this address eg: council tax / utility bill. If about to move house, I enclose relevant documents to confirm the move, eg solicitor's / estate agent's / council paperwork

Does your child have an Education Health Care Plan (EHCP)? If in doubt, please speak with your child's current class teacher ☐ Yes ☐ No

Is your child under the care of the Local Authority? ☐ Yes ☐ No

Are you privately fostering the child? ☐ Yes ☐ No

Is the child a Child in Care, or have they previously been a Child in Care? ☐ Yes ☐ No

Is the child looked after/ adopted or has Special Guardianship) If Yes please provide details below: ☐ Yes ☐ No

Present school (name and address) _____

Telephone number: _____

Leaving date from current school if applicable: _____

Continued overleaf...

Sibling(s) at Discovery Primary Academy (brothers or sisters currently at the school)

Name: _____ Year Group: _____

Reason for application:

(please provide as much information as possible about the change of school application)

Fair Access Questions:

We would like to ensure that children without a school place are found a suitable school as quickly as possible in accordance with the Local Authority's Fair Access Policy. **Please tick any box that applies to your child and provide written evidence with your completed application form.** If an offer of a school place is made and it is found that these questions have not been answered truthfully, the place may be withdrawn:

Your child has been subject to a Managed Move	☐ Yes	☐ No
Your child is returning from the Criminal Justice system	☐ Yes	☐ No
Your child has been previously permanently excluded	☐ Yes	☐ No
Your child is known to the Police or any other agencies	☐ Yes	☐ No
Your child is currently attending a Pupil Referral Unit (PRU)	☐ Yes	☐ No
Your child is currently attending a PRU and is now needing to reintegrate back into mainstream education	☐ Yes	☐ No
Your child has an annual attendance of less than 70% or legal action has been taken for non-school attendance	☐ Yes	☐ No
Your child is at risk of being permanently excluded	☐ Yes	☐ No
Your child has been out of education for two months or more	☐ Yes	☐ No
Your child is of Gypsy, Roma or Traveller community	☐ Yes	☐ No
Your child is a refugee or asylum seeker	☐ Yes	☐ No
Your child is homeless	☐ Yes	☐ No
Your child has special educational needs (SEN) but DOES NOT have an Education, Health and Care Plan (EHCP)	☐ Yes	☐ No
Your child has a disability or medical impairment that has a substantial and long-term effect on their ability to carry out normal day to day activities	☐ Yes	☐ No
Your child is a Young Carer	☐ Yes	☐ No

Continued overleaf...

Declaration by Parent / Carer: *I declare that all the information in this application form is correct. I understand if I make a false declaration the place could be withdrawn and / or legal action may be taken*

Signed: Parent 1		Print Name:		Relationship to child:		Date:	
Signed: Parent 2		Print Name:		Relationship to child:		Date:	

*Please return this completed form to the Front Office (Admissions),
Discovery Primary Academy, Mountsteven Avenue, Walton, Peterborough, PE4 6HX*