St Nicholas Primary School Harpenden

In-Year Application Form

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| --- | --- | --- | --- |
| **Name of person making the**  **application**  (Usually a parent/carer) | Title | Initial | Family Name |
|  |  |  |
| **Your current address and postcode** |  | | |

**Child’s Details:**

|  |  |  |
| --- | --- | --- |
| First name | Middle name(s) | Family name/Surname |
| Date of birth | Current Year Group\* | Female / Male |
| **Child’s Address if different to that given above** |  | |
| **Your child’s current school** |  | |
| **Is the child able to start at St Nicholas School straight away?** | If not, when would the child be able to start at St Nicholas School? | |

|  |  |
| --- | --- |
| **Does your child have an Education, Health and Care Plan (EHCP) or statement of special needs (SN)?** | Yes □ No □ |
| **Is the child you are making an application for in the care of the Local Authority (Child Looked After)?** | Yes □ No □ |
| **Was your child previously looked after but was then adopted or became subject to a child arrangements order or special guardianship order?** | Yes □ No □ |
| **Are you or your partner working as a UK service personnel or crown servant?** | Yes □ No □ |

# Applicant Details

|  |  |  |
| --- | --- | --- |
| **Daytime telephone number** |  | |
| **Email address**  Our preferred way to contact you |  | |
| **Your relationship to the child** |  | |
| **Is the child living with you under a private fostering arrangement?** This is where the child lives with an adult who is not a close relative i.e. not a parent, grandparent, sibling, aunt or uncle. | | Yes □ No □ | |
| **Do you have parental responsibility?** \* | | Yes □ No □ | |
| If no, please provide permission from the person(s) with parental responsibility confirming they are in agreement with the application. | | | |
| **Does another person(s) also have parental responsibility?** \* | | Yes □ No □ | |
| **If yes, have they given agreement to the application being made?** \* | | Yes □ No □ | |
| \* For births registered in England and Wales, parental responsibility is automatically given to the child’s mother from birth.  A child’s father will have parental responsibility if:   * he was married to the child’s mother when the child is born (even if later divorced or separated) * the child was born after 1 December 2003, and he is named on the birth certificate * if a parental responsibility agreement is obtained from a court or by agreement with the mother.   **Please provide a copy of any appropriate court orders or residence orders with this application.** | | | |
| **Section 6: Parental Declaration**  **All of the information I have given on this form is correct and up to date.**  **I have read and understand the information for parents available on the web pages of Hertfordshire’s School Admissions and St Nicholas School.**  **I understand that I must contact the school direct and submit this application form.**  **I understand that my child must be able to take up the allocated school place immediately and that the place may be withdrawn if not accepted within 10 school days** | | | |
| By signing this document I confirm I have parental responsibility for this child and/or the agreement of all persons with parental responsibility   |  |  |  |  | | --- | --- | --- | --- | | Your Full Name |  | | | | Your Signature |  | Date |  | | | | |

Please return this application form to the school direct. If you have any questions regarding this application please contact the school. [admin@stnicholasce.org](mailto:admin@stnicholasce.org)

For any other In Year Admissions related query, please contact the Hertfordshire team through one of the following methods:

By email [inyear@hertfordshire.gov.uk](mailto:inyear@hertfordshire.gov.uk)

Website [www.hertfordshire.gov.uk/admissions](http://www.hertfordshire.gov.uk/admissions)

If you do not have internet access please contact the team via the Customer Service Centre on 0300 123 4043.