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

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| --- | --- |
| **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 |  |

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Please return this application form to the school direct. If you have any questions regarding this application please contact the school. 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

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.