

North Yorkshire County Council

Common Application Form - Starting Secondary School September 2020/21

D1 CAF

Only complete this form if you live at a North Yorkshire address and if you have parental responsibility for the child. If you live in another Local Authority area you must contact that Authority for details on how to apply for a school place. Please ensure that you have read the information for parents regarding school admissions which can be found at www.northyorks.gov.uk/admissions where you can also apply on line. **Applications must be received by 31 October 2019**

A: Pupil Details

Child's Forename:	Middle Name:	Surname:
Male / Female	Date of Birth:	Home telephone:
Current Address:		
		Postcode:
Child's Current school: Address & Post Code:		

Does the child have an Education Health Care Plan (EHCP)?
Is your child undergoing statutory assessment for an EHCP?

Yes No
Yes No

Is this child in the care of a Local Authority or were they in care until adopted, made the subject of child arrangements or special guardianship order?

Yes No

If YES, please give the contact details for the Local Authority and the social worker's name.....

B: Details about you – the application should be made by the parent/carer the child normally lives with. See information for further details

Parent/Carer 1		Parent/Carer 2	
Title:	Forename:	Title:	Forename:
Surname:		Surname:	
Relationship to pupil:		Relationship to pupil:	
Do you have parental responsibility for this child?		Do you have parental responsibility for this child?	
Home telephone no:		Home telephone no:	
Daytime telephone no:		Daytime telephone no:	
Mobile no:		Mobile no:	
Email:		Email:	
Home address (if different from above)		Home address (if different from above)	
Postcode:		Postcode:	

Please tick here if a copy of all correspondence is to go to parent/carer 2

Are you moving due to a new posting as Service or Crown Servant Personnel: Yes No

Please select "YES" if you are applying for a place for a child of UK service personnel or other Crown servants. You may be asked for an official MoD, FCO or GCHQ letter declaring your relocation date.

C: Your school preferences

You can name up to five schools in order of preference. Please think carefully about your preferences as it may not be possible to change them (see enclosed information). It is important that you list them in the order you would most like a place – if a place can be offered at more than one of the schools you name, a place will only be offered at your highest preference.

Listing only one school or listing the same school a number of times will not improve your chances of being offered a place there and may lead to us offering a place at a school you would prefer your child not to attend. We strongly recommend that you list the normal school for your home address as one of your preferences, in case we are unable to offer your child a place at the school you prefer.

You should check whether any of the schools you name are a Voluntary Aided school or an Academy as they may require the completion of a supplementary information form (SIF) to enable them to assess your application against their school's admissions policy. Failure to submit a SIF will result in your application being considered after all applications where a SIF has been submitted.

1) First preference
2) Second preference
3) Third preference
4) Fourth preference
5) Fifth preference

(Ripon Grammar School: If you have put a preference for this school please add, next to the school name, if you would like to be considered for a day place, a weekly boarding place or a termly boarding place. If you would like to be considered for both day and boarding places, you must list them as separate preferences)

D: Siblings – Will there be a brother or sister attending one of your preferred schools in **SEPTEMBER 2020** (see information for parents guide for definition of a sibling)?

Forename	Surname	Date of Birth	Gender M/F	School attending in 2020

E: Exceptional social or medical reasons -for your choice of school. (NB Professional evidence WILL be required by 31 October 2019 otherwise we will not be able to consider your reasons without evidence). See frequently asked questions in the information for parents.

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F: Declaration and Signature:

I confirm that I have read the information for parents before completing this form.

I understand that transport to a preferred school which is neither the catchment school nor the nearest school may be my responsibility for the duration of my child's time at the school.

I understand that a place offered on the basis of false information may be withdrawn. I understand that the local authority may undertake checks to verify the address and information provided.

I certify that the details provided are accurate and that I have legal responsibility for the child.

Signature	Date
Name (please print)	

General Data Protection Regulation (GDPR) and the Data Protection Act 2018 – The data collected on this form will be held on file for six years. North Yorkshire County Council may make enquiries about the validity of the information provided from other central and / or local government bodies. For more information on why we collect your data, the legal basis we rely on for processing your data and who we share it with, refer to the Council's Privacy Notice: www.northyorks.gov.uk/privacy-notices

Please return this form by 31 October 2019 via email to schooladmissions@northyorks.gov.uk or by post to Admissions, Transport & Welfare Team, Jesmond House, 31-33 Victoria Avenue, Harrogate HG1 5QE Tel 01609 533679