



Children, Young People and Learning Directorate

IN YEAR APPLICATION FORM

This form should be completed by North Tyneside residents when requesting a school place after the start of the Autumn Term i.e. September and for year groups other than the year of entry to a school.

I wish to make an application for my child to be admitted to a First, Primary Middle, or High School and set out below the relevant information.

In the space below please write in order of priority which school(s) you would prefer your child to go to, you may include schools outside of North Tyneside. It is recommended that you name more than one school and give reasons for your preferences below. If your preferred school is a Voluntary Aided School or Academy you may be asked to provide evidence to support your application.

Preferred Schools

1.
2.
3.
Reason for asking for your preferred schools (please tick the boxes that apply)
1. Their older brother or sister will be attending the preferred school
Name of Brother or Sister:
Date of Birth:
School Attending:
2. Moved into North Tyneside
3. Moved house within North Tyneside area
4. Faith reasons 5. Other reasons
Please note if option 3 or 4 is ticked you must give brief details and also ensure that Section B of this form is completed by the Headteacher of your child's current school.
You may confirm that the school is your local school or you may describe any exceptional medical/social reasons for stating a particular school, in which case, please attach supporting evidence from the professional dealing with your case e.g. social worker, doctor or psychologist.

FOR OFFICE USE ONLY

DATE RECEIVED E	BY SCHOOL:	DATE RECEIVED BY LOCAL AUTHO	RITY:
ADDRESS VERIFIE	ED:	YEAR GROUP:	
CRITERIA:			
DATE		COMMENTS	INITIALS

Section B

Have you discussed this application and the reasons for transfer with the Headteacher or Head of Year at your child's current school?

Headteachers comments

Name of Headteacher:	
Signature of Headteacher:	

Declaration

By submitting this application form I give permission to the Access Team, to collect and retain information about me for the purpose of processing my application for a school place. I understand that the Access Team and schools which are their own admission authority may check the information I have provided with other information held by North Tyneside Council to make sure that the information I have provided is correct and accurate. I also understand that if I have given false or inaccurate information, any school place that is offered will be withdrawn. North Tyneside is the Data Controller for the purposes of the Data Protection Act 1998.

Full Name of Parent: (please print):	
Signature:	
Date:	

Returning your application form

Please return this application to: North Tyneside Council, Access Team, CYLP, 2nd Floor left, Quadrant East, Silverlink North, Cobalt Business Park, North Tyneside, NE27 0BY. If you have any queries please contact the Access Team on telephone number 0191 643 8724 fax number 0191 643 2429.

PUPIL DETAILS

Surname of Child:	
First Name of Child:	
Date of Birth:	Male Female
Parental Home Address:	
	Postcode:
Daytime Contact Tel. Number:	
E-mail Address:	
Nationality and first language:	
Please indicate your relationship	to the child by ticking one of the following:
Mother Father S	tep-parent Carer Social Worker Other
Is the child in the care of a Local A	Authority? Yes No
If Yes, please state which Local A	uthority:
Please give the name of the Social	Worker:
Has the child previously been in care b guardianship order?	out immediately after being in care became subject to an adoption, residence or special
Yes No	
If you tick Yes your application m	ust be supported with documentary evidence
	y or diagnosed medical condition, e.g. epilepsy, of which the School or Local at, would make it difficult for your child to take part in school activities?
Yes No	
If yes, please specify	
Does your child have a Statement	of Special Educational Need? Yes No

Name of child's current or previous school:					
Please state the address and date attended if the school if it is outside North Tyneside					

Name/address/tel no	Headteacher	Dates attended