

Form issued by (print details)

Name: _____ Date: _____

Tel No: _____

In Year Admission to Lancashire Schools Application Form

This form **must** be completed in relation to **all** applications for in year admissions to any Lancashire school. It **must** also be completed in relation to transfer request between any Lancashire schools. You **must** complete an application for every child (ie one each for twins) who requires a school place.

A. SCHOOL PREFERENCES (In Priority Order)

1. _____

2. _____

3. _____

B. GENERAL DETAILS OF PUPIL

Surname: _____

Parent's Email
address: _____

Forename(s) _____

Male ☐ Female ☐

Pupil Address: (**Current**) _____

Postcode: _____

If moving into the area, please state the address you are moving to:

Pupil Address: (**moving to**) _____

Postcode: _____

Likely date of move _____

Date of Birth: _____

School Year Group: _____

(Yr 7, Yr 8 etc)

Name of Parents/Carers: _____

Telephone: _____

Pupil Address: (**Previous**) _____

Postcode: _____

Religious Affiliation

Roman
Catholic ☐

Church of
England ☐

Other: _____

Parents'/Carers' Address: _____

(If different from pupil's) _____

Previous Schools/Educational Placements

Authority	Establishment Name/ Address	From	To	Tel No
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

C. SIBLINGS AT THE SAME SCHOOL

Details of siblings who will be attending the school now being applied for. (*Siblings includes brothers and sisters, stepchildren, half brothers and sisters, adopted and foster children living with the same family at the same address*).

Name(s)	Date of Birth	School	Female	Male
_____	_____	_____	☐	☐
_____	_____	_____	☐	☐
_____	_____	_____	☐	☐

D. PUPIL BACKGROUND

(Previous Education/Support History (*Please tick as appropriate*))

Is this pupil in care (looked after)?

Yes ☐

If yes, to which Local Authority _____

Children's Services involvement? (Social Worker)

Yes ☐

Previously Permanently Excluded?

Yes ☐

Previous Exclusion Record?

Yes ☐

Contact Name

Contact No

Special Educational Needs Status (SEN)	Full Statement of SEN	☐	
	Under Formal Assessment	☐	
	Enhanced Action/Funding	☐	
	School Action +	☐	
	School Action	☐	

Non Attendance (over one term)	Yes	☐		
CME Involvement? (non attendance)	Yes	☐		
CAMHS Involvement? (adolescent mental health)	Yes	☐		
Health Authority Involvement?	Yes	☐		
Youth Offending Team Involvement?	Yes	☐		
Traveller Education Service Involvement?	Yes	☐		
Secure Unit Placement	Yes	☐		
GRIP Support	Yes	☐		

Contact Name	Contact No

Other (Please give brief details) _____

For information: CME = children missing education (non attendance)
 CAMHS = community adolescent mental health service
 GRIP = group intervention panel

Additional Information About Your Application/School Preferences

Additional information to support your application may be provided. This can be medical, social and welfare information relating to the pupil and/or the family. Evidence from an appropriate professional (eg doctor, health visitor, social worker) can be attached. Please continue on a separate sheet if necessary.

E. Signature(s)

I/We confirm that the information provided is accurate at the time of this application. I/We acknowledge that the admission authority and/or Local Authority have the right to verify the information given on this application. I/we acknowledge that the offer of a place will be based upon this application and that an offer may be withdrawn if subsequently it is found to have been made in relation to inaccurate or misleading information. I/we will provide evidence of the pupil's permanent address and date of birth prior to or after taking up a school place if requested.

Parent(s)/Carer(s) _____ Date: _____

Parent(s)/Carer(s) _____ Date: _____

Submit this application **immediately** to your Area Pupil Access Team at:

NORTH	(Lancaster, Wyre and The Fylde) Email: pupilaccessteam.north@lancashire.gov.uk Education Office, PO Box 606, White Cross, Lancaster, LA1 3SQ Tel: Primary: 01524 581112 Secondary: 01524 581163
SOUTH	(Preston, South Ribble, West Lancashire and Chorley) Email: pupilaccess.southadmissions@lancashire.gov.uk Education Office, East Cliff, Preston, PR1 3JT Tel: Primary: 01772 532191 Secondary: 01772 531813
EAST	(Ribble Valley, Hyndburn, Burnley, Pendle and Rossendale) Email: pupil.accesseast@lancashire.gov.uk Education Office, 44 Union Street, Accrington, BB5 1PL Tel: Primary: 01254 220742 and 220709 Secondary: 01254 220718