

The Holy Family

Catholic School

a voluntary academy

IN-YEAR APPLICATION FORM



Section 1: Child's details																	
First name						Date of birth											
Middle name						Current Year Group											
Legal surname						Child's Religion											
Child's home address and postcode						Date moved in:											
Section 2: Parent's / Carers' details																	
Name of parent / carer 1 living at the home address above																	
First name						Preferred Title											
Surname						Relationship to child											
Daytime phone					Mobile												
Email address																	
Home language						Do you speak English?	Yes	No	Some								
If another adult has parental responsibility and lives at a different address from the child, please give details below.																	
If you give permission for another adult to discuss the application on your behalf (for example if you are not confident in spoken English) please give details below. We will only be able to discuss the application with people named on this form.																	
Please give details of any siblings living at the same address who already attend Holy Family																	
Sibling's name						Date of birth	D	D	M	M	Y	Y					
Sibling's name						Date of birth	D	D	M	M	Y	Y					
If you are submitting in-year applications for more than one child, please write the number of applications here																	
Section 3: Reason for changing school (please provide further details below)																	
Moving from one area of Bradford to another (please remember to provide evidence of the move)																	
Moved to Bradford from another area of the UK	Which town / city?																
Moved to Bradford from another country	When did the child arrive?					D	D	M	M	Y	Y						
Other reasons. Provide details below, giving as much information as possible. Continue on a separate sheet if necessary.																	
Section 4: School history (this must be completed even if the previous school was not in the UK)																	
Current or most recent school																	
School address																	
Town / City						Postcode											
Telephone						Has a transfer been discussed with the school?						Y	N				
Date started		M	M	Y	Y	Is the child still attending?		Y	N	→ Date last attended		D	D	M	M	Y	Y
Reason for leaving																	

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Section 5: Additional Information

Please indicate which of the following apply to your child. **At least one box MUST be ticked.** Please tick all that apply.

Looked After Child or Formerly Looked After	<input type="checkbox"/>	Young Carer	<input type="checkbox"/>
Asylum seeker / refugee	<input type="checkbox"/>	Gypsy / Roma / Traveller child (delete as appropriate)	<input type="checkbox"/>
Child with a disability / serious medical condition. Please give details and continue on a separate sheet if necessary. You will need to provide relevant supporting documentation before we are able to take the condition into consideration.			
Child with significant behaviour or attendance issues. Please give details and continue on a separate sheet if necessary:			
Child has been permanently excluded	<input type="checkbox"/>	Child is registered on Elective Home Education	<input type="checkbox"/>
Child has been out of education for two months or more	<input type="checkbox"/>	Homeless child	<input type="checkbox"/>
Child has been in the criminal justice system or a Pupil Referral Unit and needs to be reintegrated			
Child is known to the police or other agencies, e.g. CAMHS, Child Protection – please give details in the table below			
None of the above	<input type="checkbox"/>		

If any agencies / services offer support to your child, please provide details here

Agency	Contact Person	Contact Telephone Number
CAMHS / Family Support		
Child Protection / Safeguarding Board		
Education Welfare		
Educational Psychologist		
Social Services		
Youth Offending Team		
Other (please state)		

Section 6: Ethnic monitoring (please circle the ethnic origin of your child)

Bangladeshi	Black Caribbean	Black African	Chinese	Gypsy Roma
Indian	Mirpuri Pakistani	Mixed Asian/White	Mixed Black African/White	Mixed Black Caribbean/White
Traveller Irish heritage	White British	White Irish	White Eastern European	Other White background
Other Asian background	Other Black background	Other mixed background	Other Pakistani	Do not wish to give ethnicity

Section 7: Declaration

- I certify that I have parental responsibility for the child named in Section 1, that I have read and understood the attached guidance notes and that the information given on this form is true to the best of my knowledge and belief. I understand that giving false or misleading information and/or supporting papers, or withholding any relevant information, may result in the withdrawal of the offer of a school place.
- I understand that additional information may be requested from previous schools, local authorities or other agencies to validate this application.

Signature of parent/carer..... Date.....

Data Protection Act 1998: by signing this form you are giving your consent for City of Bradford MDC Children's Services to process the information detailed in this form for the purposes of school admissions. The information may be shared not only with other departments but also with other relevant professionals and bodies such as schools, the Department for Education and the NHS. This sharing will only be done where it is necessary to provide you with a school place or where we are legally obliged to do so and is strictly in accordance with the Data Protection Act 1998.

Please return the completed application form, including Part Two below to:
Admissions, The Holy Family Catholic School, Spring Gardens, Keighley, BD20 6LH Or email: office@holyschool.uk

Section 8: To be completed by a member of the SLT at your child's current school

School name		Contact name		Current School stamp
Tel / email		Post title		
Please confirm the attendance dates in Section 4, stamp the form and tick the relevant box below.				
The student has a good attendance record, presents no challenging behaviour and requires no additional support.	<input type="checkbox"/>	Further information will be provided by school.	<input type="checkbox"/>	

PART TWO

IN-YEAR APPLICATION FORM – FURTHER INFORMATION

To be completed by your child's current / most recent school

School Name		School Contact Name			
Student D.O.B		Student Current Year Group			
Student Name					
Unique Pupil No.		SEN Stage			
Date started	M M Y Y	Is the pupil still attending?	Y N	Date last attended	D D M M Y Y
1	Do you feel a transfer would be detrimental to the pupil?	Y	N	If the pupil is in Y10 or Y11, please provide curriculum information.	
2	Has attendance been below 85% in the last 12 months? (Attendance log required)	Y	N		
3	Does the pupil present challenging behaviour? (Behaviour log required)	Y	N	Subject	Syllabus
4	Has the child received any fixed term exclusions?	Y	N		
5	Has a Managed Move been considered?	Y	N		
6	Has the pupil previously attended a PRU?	Y	N		
7	Is the pupil at risk of permanent exclusion?	Y	N		
8	Has the child been removed from roll?	Y	N		
9	Does the pupil require additional support in school?	Y	N		
10	Are any agencies supporting the pupil / family?	Y	N		
11	Is the pupil subject to a Child Protection Plan?	Y	N		
12	Does the pupil have a CAF in place?	Y	N		
13	Does the pupil qualify for Pupil Premium?	Y	N		
14	Would you like to add any further information?	Y	N		
If you answered yes to any of these questions, please provide further details here:					

ADMISSIONS, THE HOLY FAMILY CATHOLIC SCHOOL, SPRING GARDENS LANE, KEIGHLEY BD20 6LH

Tel: 01535 210212

email: office@holyfamilyschool.uk