

Application for In-Year Admission

For admissions to school once the Year Group has begun. **Only for schools in the Devon LA area** - not including schools in Torbay or the city of Plymouth - regardless of the child's home address. Only to be used if you have a preference for a single school which has a vacancy.

This form should be completed where both the school and School Admissions confirm that a place is available and you only have one preference for admission for your child (or children) after a move to the area. It should NOT be used if you want to transfer from one local school to another, a child has a disability or EHCP or Statement of SEN or is under assessment, has been Permanently Excluded or where another person has a legal objection to the application. In any of those circumstance, a D-CAF should be completed - available at www.devon.gov.uk/admissions or by calling 0845 155 1019.

Section 1 - About your child (or children) * please mark a cross in boxes where appropriate.

1. Legal Forename (and preferred name if different)	2. Legal Surname (and preferred name if different)	3. Date of Birth	4. Gender	5. Year Group

6. Is your child (or any of your children) in care or were they in care until they were made the subject of a residency order or special guardianship order or adopted? If yes, please give details: *Yes
No

7. Does your child (or any of your children) have a disability or Statement of Special Educational Need or is your child under a statutory assessment for a Statement?
If yes, please complete a D-CAF and not this form. *Yes
No

8. Has your child (or any of your children) been Permanently Excluded from a school?
If yes, please complete a D-CAF and not this form. *Yes
No

9. Is your child (or any of your children) on roll at another local state-funded school?
If yes, please complete a D-CAF and not this form. *Yes
No

10. Home address, including postcode:

11. Current, or most recent, schools(s) or form of education:

12. Contact name and number for each school:

Section 2 - About you

13. Your title:	14. Your forename:	15. Your surname:
16. Your home address if different to your child:		17. Your daytime telephone number:
		18. Your mobile number:

19. Email address:		
20. Relationship to the child (or children):		
21. Do you have parental responsibility for this child (or children)? We will not accept an application from you unless you hold parental responsibility.	*Yes	No
22. Is there anybody else who may have a legal objection to this application? If yes, please complete a D-CAF and not this form.	*Yes	No

Section 3 - About the school

23. Name of the school		
24. Preferred start date at this school?		

Section 4 - About your reasons

25. If you are applying for a school place because your child has moved to a new area and does not have access to a school place within a reasonable distance, please tell us the **previous** home address:

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26. Date of move	
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Section 5 - Declaration

Data Protection. The Information collected on this form will be processed and stored electronically by Devon County Council in compliance with the UK Data Protection Act. The Data may be shared with schools and other areas of the County Council, but only for administrative or other service provision purposes and Government Departments where there is a Legal requirement to do so. In accordance with the School Admissions Code, should the information given be found to be fraudulent the offer of a school place can be withdrawn. For further information about Data Protection, please see www.devon.gov.uk/data_protection. By signing and returning this form you acknowledge that you have read, understand and agree to this data processing.

I understand that I could express preferences for 1, 2 or 3 schools using a D-CAF application form. I do not wish to name other schools and am applying for this school only. No child named on this form has an Education, Health and Care Plan or Statement of Special Educational Needs, or has been Permanently Excluded from school and there is no person or body with a legal objection to this application. I am applying for a place at this school because my child has moved to a new area, is not on roll at a local state-funded school and requires admission as soon as possible. I understand that a place is available. The information on this form is provided so that a formal offer letter can be issued and so that the Local Authority is made aware of my child's arrangements for education.

I confirm that the details in this application are accurate.

I understand that I must inform the school or Admissions if my child address changes before admission.

I understand that transport to a school I prefer which is neither designated for my child's address nor the nearest available school, whether in Devon or in a neighbouring county, may be my responsibility. I have read the information regarding transport eligibility, including exceptions to designated area transport eligibility, at www.devon.gov.uk/school_transport.

I understand that it is my responsibility to complete a school Test Registration or Supplementary Information Form or provide a letter from a priest or church minister where this is relevant to my application.

Only one signature is required.

We encourage both parents to discuss and to be in agreement over applications.

My name		Signature	
Date			
My name		Signature	
Date			

Email to admissions@devon.gov.uk or post to **School Admissions Team, Room L102, County Hall, Exeter EX2 4QU**