

**In-year school application form 2021-2022**

(to apply for a school place from 1 September 2021 – 22 July 2022)

[School admissions | Bracknell Forest Council](#)

**ONLY COMPLETE THIS FORM IF YOU ARE APPLYING FOR BRACKNELL FOREST SCHOOL(S)**

<b>Section 1: Child's details (PLEASE USE BLOCK CAPITALS)</b>	
Child's first name(s)	
Child's surname	
Date of birth (DD/MM/YYYY)	
Gender	
Year group	
Is the child currently habitually resident in the UK <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/>	
If no, please give a date the child will be habitually resident in the UK:	
Home address	
Does the child currently live this address? <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/>	
Are you making any other school applications for children within the same family?	
<b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/>	
If yes, please state the child/ren name/s:	

<b>Section 2: Parent/ Carer Details (PLEASE USE BLOCK CAPITALS)</b>	
Title and Full Name	
Relationship to child	
Do you have parental responsibility for the child?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Do you live at the same address as the child?	YES <input type="checkbox"/> NO <input type="checkbox"/>
If NO, what is your home address?	
Which Local Authority do you pay your Council Tax to?	
Which numbers can you be contacted on?	
Home:	
Mobile:	
Email address (all correspondence will be sent to this email address)	

<b>Section 3: Further information</b> <i>Please tick any of the boxes that are relevant to your child's application and ensure any supporting documentation is submitted along with your completed application</i>	
<input type="checkbox"/>	Does your child have an Education, Health and Care Plan? (this would have been issued by the Special Education Needs Department within your Local Authority)
<input type="checkbox"/>	Is your child a Looked After Child or a Previously Looked After Child who ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been looked after? Or has your child been in state care outside of England and ceased to be in state care as a result of being adopted?
<input type="checkbox"/>	Is your child from a UK service personnel or crown servant family?  If yes, please attach all relevant documents
<input type="checkbox"/>	Has your child ever been permanently excluded from a school?  If yes, please provide all school name(s) and dates that apply:
<b>Additionally, does your child fulfil any of the following</b>  <i>Upon reviewing the below information, it may be necessary to forward your application to the Fair Access Panel for consideration. You will be notified should this apply.</i>	
<i>Please note, if any of the below applies to your application, you must attach all relevant supporting documents/ information.</i>	
<input type="checkbox"/>	Children either subject to a Child in Need Plan or a Child Protection Plan or having had a Child in Need Plan or a Child Protection Plan in the last 12 months
<input type="checkbox"/>	Children living in a refuge or in other Relevant Accommodation
<input type="checkbox"/>	Children from the criminal justice system
<input type="checkbox"/>	Refugee and asylum seeker children

<input type="checkbox"/>	Children in alternative provision
<input type="checkbox"/>	Children with special educational needs (but without an Education, Health and Care plan), disabilities or medical conditions
<input type="checkbox"/>	Children who are carers
<input type="checkbox"/>	Children who are homeless
<input type="checkbox"/>	Children in formal kinship care arrangements
<input type="checkbox"/>	Children of, or who are, Gypsies, Roma, Travellers, refugees, and asylum seekers
<input type="checkbox"/>	Children for whom a place has not been sought due to exceptional circumstances
<input type="checkbox"/>	Children who have been out of education for four or more weeks

#### Section 4: Preferences

*It is in your child's best interest for you to visit these schools before submitting your application*

#### 1<sup>st</sup> preferred school:

Is there a sibling attending the school?                      **YES**                          **NO**                     

If yes, please provide the sibling's full name and date of birth:

Are any of the parents/cares living with the child a member of staff at this school?

**YES**                          **NO**



**Section 5: to be completed ONLY if you are applying for year 10 or year 11**

Please note, some schools offer GCSE options from year 9. It is compulsory to visit the school(s) named in the section 4 before applying for year groups where the GCSEs options have been offered, to ensure your child options can be met.

GCSE subjects your child would like to take

Please enter the dates you visited the schools named in section 4


**Section 6: School history**

*Please list all schools your child has attended*

School's Name	Local Authority	Date started	Date left

**Current or last attended school**

School's Name:

Address:

Phone number:

Date started:

Date last attended:

For Bracknell Forest schools ONLY

Has this school move been discussed with the head teacher?    **YES**         **NO**

Comments (*if any*)

*Please note, the head teacher will be asked to confirm any relevant information on this form*

If we are unable to offer your child a place at any of your preferred schools will your child continue to attend this school?

YES  NO

### Section 6: Declarations

**I understand that the information contained in this form is subject to GDPR (*General Data Protection Regulation*) and my personal data may be exchanged with other departments within Bracknell Forest Council, as well as other Local Authorities, Admissions Authorities, Schools and Government Agencies where necessary.**

**I understand that any offer of a school place will be based on the information I provide being accurate and correct and that the Local Authority reserve the right to withdraw any school place offered if I give false or misleading information.**

**I certify that I have parental responsibility for the child named on this form and that the information I have given is correct.**

**I have read and understood the Guide to In-Year Admissions, the admissions arrangements for my preferred schools and have completed and submitted any additional forms which may be required.**

**I understand that School Admissions will verify my address and will contact me should a discrepancy be found and that it is my responsibility to satisfy the Admissions Authority that I live at the address that is listed on the form.**

**For overseas nationals entering the UK ONLY:**

**Overseas nationals entering the UK must confirm that they have the [right of abode](#) and that the conditions of their visa permit them to access a state funded school.**

**By submitting this form, you are agreeing that you, as the responsible parent/ carer for the child named on this form, have checked that your child's visa complies with the above.**

Signature of Parent / Carer:

Date:

**The fully completed form must be returned to School Admissions.**

You can do this by scanning the form or taking legible pictures and email these to [school.admissions@bracknell-forest.gov.uk](mailto:school.admissions@bracknell-forest.gov.uk)

Alternatively post the form to: School Admissions  
Time Square  
Market Street, Bracknell  
RG12 1JD