**SECTION A – YOUR CHILD’S DETAILS**

Full Legal Name: Current School & Year Group:

If your child is known by another name please give details: Head of Year’s Email Address:

Address: (this must be the address at which your child in permanently living) Date of birth

 Female Male

**Looked after children\*** and **previously looked after children\***

All schools must give highest priority within the admission oversubscription criteria to these children. If you child is looked after or previously looked after, please detail the local authority below, for example Derby City. **A social worker must also countersign the declaration overleaf. For previously looked after children additional information must be included with you application.**

Local Authority

**Education, health and care plan (EHCP)**

If your child has an ECHP please detail the local authority below, for example Derby City, and include a copy of the latest EHCP

Local Authority

**SECTION B – CURRENT SCHOOL INFORMATION**

Current attendance (please attach certificate of attendance): %

Current grades/predicted grades (please attach the latest copy of school report)

Does the student currently receive Free School Meals? Yes / No

Has the student ever been excluded from school? Yes / No *If yes, please provide details:*

Has there been any involvement from Education Welfare? Yes / No *If yes, please provide details*

**SECTION C – YOUR REASON FOR REQUESTING TRANSFFER OF SCHOOL**

**Reasons for Transfer**

Children benefit from continuity of teaching and learning. If you have not moved house, please ensure that you have discussed this request with your child’s current Principal before submitting your application. If you still wish to transfer your child from one school to another, please indicate your reasons below. Any additional supporting written evidence stating why this transfer is in the best interests of your child should be attached to your application.

**SECTION D – APPLICANT DETAILS & DECLARATION**

Title: please tick Applicant’s Full Name

Mr Mrs Ms Miss Other – Please state (i.e. Dr/Rev)

Relationship to child: please tick

Mother

Father

Other

Step parent

Relative

Social Worker

Other family member

Do you have parental responsibility for this child? Yes No

If this child is looked after (refer definition in Admissions to schools: Guide for parents 2020-2021, Applying for school places in-year), you will also need your social worker to countersign the declaration below.

Telephone Numbers: Home \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Mobile\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If your address is different form the child’s address listed on the front of this application or you are moving house, please give details here. You will also need to include with your application evidence to verify your child’s permanent address:

Date and details of house move:

Applicant’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please enclose a copy of your recent council tax bill in order for Landau Forte College to undertake checks which verify that the information provided is genuine. Should an application be received where the home address is proven fraudulent, any offer based on that address may be withdrawn.**