



East Sussex County Council

Secondary school application form 2010-11

Please complete this form after reading the guidance notes at the end of this document, and admissions booklet 2010-11.

1. Child's details

See note 1a	Legal surname	
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See note 1a	Surname known as (if different)	
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See note 1a	First name/s	
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Please tick one of the boxes below.

Male	<input type="checkbox"/>	Female	<input type="checkbox"/>	Date of birth using the dd/mm/yyyy format eg 05/10/1998	<input type="text"/>
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See note 1b	Address	
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See note 1b	Postcode	
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See note 1c	Name of the school your child currently attends	
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2. Parent/carer details (1)

<i>See note 1d</i>	Title (please specify if Mr/Mrs/Miss/Ms/Other)			
<i>See note 1d</i>	Surname			
<i>See note 1d</i>	First name/s			
What is your relationship to the child?				
<i>See note 1d</i>	Home phone		Work phone	
<i>See note 1d</i>	Mobile phone		Email	
Is your address the same as the child's?	Yes		No	
If no, please give your address details.				

Parent/carer details (2)

<i>See note 1d</i>	Title (please specify if Mr/Mrs/Miss/Ms/Other)			
<i>See note 1d</i>	Surname			
<i>See note 1d</i>	First name/s			
What is your relationship to the child?				
<i>See note 1d</i>	Home phone		Work phone	
<i>See note 1d</i>	Mobile phone		Email	
Is your address the same as the child's?	Yes		No	
If no, please give your address details.				

3. Other information

Please answer yes or no to the following questions

Does the above child have a statement of special educational needs?	
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Is the above child in the care of a local authority?	
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If the child is in the care of a local authority, please give the name of the authority:	
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Please give the names of brothers or sisters at the above address, who can be classed as siblings and who will be at one of your preferred schools in September 2010.

See note 1e	Child's name	Date of birth	School (or school applied for)
See note 1e			
See note 1e			
See note 1e			

4. Your preferred schools

Please list below, in priority order, the school(s) you wish your child to attend. You can list up to three schools.

See note 1f	1st preference	
See note 1f	2nd preference	
See note 1f	3rd preference	

Please note: the law allows you to state a preference *not* choose your child's school.

5. Signature

See notes 1d and 3	Signature of parent/carer (1)		Date using the dd/mm/yyyy format eg 30/11/2009	
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See notes 1d and 3	Signature of parent/carer (2)		Date using the dd/mm/yyyy format eg 30/11/2009	
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Please tick the appropriate statement.

I confirm that all the information on this form is correct and that I have parental responsibility for the child named in section 1 "Child's details". I understand that the authority reserves the right to verify the information I have supplied and that any offer of a place based on fraudulent information will be withdrawn.	
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We confirm that all the information on this form is correct and that we have parental responsibility for the child named in section 1 "Child's details". We understand that the authority reserves the right to verify the information we have supplied and that any offer of a place based on fraudulent information will be withdrawn.	
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<p>Please return this form to:</p> <p>The Admissions Team Children's Services Department PO Box 4 County Hall St Anne's Crescent Lewes BN7 1SG</p>

Additional information

See note 2	<p>Please state below the reasons you want us to consider when reaching a decision on your application.</p> <p>You must attach any independent supportive evidence to this application form.</p>
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Please tick this box if you are sending any additional information by post to support this form by post, for example a letter from your doctor.	
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NOTES:

These notes are intended to help you complete the school application form. However, we recommend you read the booklet 'Applying for a school 2010-2011' before completing the form.

1. **Please ensure that you give us the following information:**
 - a) Your child's full name and date of birth, putting an X in the appropriate box to indicate whether your child is a boy or a girl. Please note that the Admissions Team will use your child's legal surname.
 - b) Your child's home address. This must be the place where your child mainly lives on a regular basis. If you are likely to move house before September 2010, which could mean that you need to change your preference for a school, please see the sections 'Changes after the closing date' and 'Moving house' on page 12 of the booklet. You will need to send us evidence of your move and we may ask for verification that your house move has taken place. Places cannot be held open for children moving into an area.
 - c) The name of the school that your child attends or where they last attended if they are not currently at a school.
 - d) Your full name, and if you wish, your telephone number(s) and email address. Please tell us your relationship to the child – mother, father, grandparent etc. The person who signs the application form must have parental responsibility for the child. If you are uncertain of your parental status you can ask the Admissions Team for advice on 0345 60 80 190. **If your address is different from that given in the child's details, please tell us when you fill in the parent/carer details (section 2).**
 - e) The names and dates of birth of brothers/sisters living at the same address who attend any of your preferred schools. This is particularly important if you want your child to join the same school as a brother or sister. For admissions to community and voluntary controlled schools, children are siblings if they are full, half or adoptive/foster brother or sister living in the same household.
 - f) You may name up to three different schools on the form and you should list them in your order of priority. See the section 'Applying for a school place' which starts on page 10 of the booklet.

2. Reasons for your preference:

You are entitled to give reasons for each of your preferences. However, our ability to meet with your wishes will depend on whether schools have been filled by on time applications. Therefore, we may not be able to take into account any information submitted.

3. And lastly:

- a) Please check that the information you have given on the form is correct and then sign and date the form.
- b) Return the application form to the address on page 4 of this form. Please see page 12 of the booklet for information about application forms that are received after the closing date.

Data Protection

The personal information that you have provided may be held on computer systems at schools/colleges and within Children's Services. More details about the purposes for which this information may be used, including the general arrangements for running schools/colleges as well as the provision of support services to pupils, students and their parents can be found on page 93 of the admissions booklet. These uses of personal information are covered by registrations under the Data Protection legislation, under which you have the right to obtain a copy of the information we hold about you.