

# Application Form (PAF)

for Admission to Primary School  
Academic Year 2017/2018



It is important that you read the 'Education in Hartlepool – September 2017' booklet before making your application. If you have any queries please contact the School Admissions Team on 01429 523765 or e-mail [admissionsteam@hartlepool.gov.uk](mailto:admissionsteam@hartlepool.gov.uk)

We recommend that you make your application on-line at [www.hartlepool.gov.uk/schooladmissions](http://www.hartlepool.gov.uk/schooladmissions) or alternatively return this form to the School Admissions Team, Child & Adult Services Department, Hartlepool CETL (Centre of Excellence for Teaching & Learning), Brierton Lane, Hartlepool, TS25 4AF. It is the parent/carer's responsibility to ensure the Council receives this form by 15th January 2017. If you return your application form after 15<sup>th</sup> January 2017, your application will be considered as 'late' and you should be aware that this will reduce your chance of gaining a place at the school you prefer because late applications are processed after those received on time.

## SECTION 1 – Child's details

(Please note: if you are considering deferring the entry of your child/ren into primary school, please refer to the Education in Hartlepool 2017 booklet or contact the School Admissions Team on 01429 523765 for guidance).

**Child's Name:**

**Child's Date of Birth:** (This should be on or between 01/09/2012 and 31/08/2013)  **Gender** (Please tick as appropriate)  Male  Female

**Pupil's Permanent Address:**  
Addresses are routinely checked. If a child is offered a place at a preferred school on the basis of false or misleading information provided by you then the offer of the school place may be withdrawn.  
  
Postcode:

**Present Nursery School:**

**Does your child have a statement of special educational need or a ONE (Education and Health Care) Plan?** (Please tick as appropriate) Yes  No

**Is this child (or has this child been) a looked after child/child in public care of the local authority?** Currently  Previously  No

**If "currently", please indicate which Local Authority the child is in the care of?** Please also provide a letter from the Social Worker confirming the legal status of the child and the reasons for the school preferences. Any change of legal status and/or placement arrangements must be notified to Hartlepool Admissions.

**If "previously", please provide reasons why the child ceased to be a looked after child?** (Please tick as appropriate)

Special Guardianship Order*	Adoption Order*	Child Arrangements Order *	Other eg returned to live with parents, live with another family member (please specify)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\*Please attach a copy of any Special Guardian Order, Adoption Order or Child Arrangements Order.

**Is this child privately fostered?** A privately fostered child is a child under 16 (or under 18 if the child has a disability) cared for and living full time with someone other than: a parent; a person who is not the parent but who has parental responsibility; or a close relative for a period intended to last more than 28 days. (A close relative is a grandparent, brother, sister, uncle or aunt.) Yes  No

## SECTION 2 – Details of brother(s)/sister(s)

If your child has an older sibling (see booklet for definition of sibling) that will still be attending one of the preferred schools in September 2017 please provide their details below.

Name of Sibling	Date of Birth	School Attending in September 2017

### SECTION 3 – Parents/Carers details

#### PARENT/CARER 1

**Full Name of Parent/Carer:**

**Address:** (Only to be completed if your address is different to the child's address in Section 1)

  
Postcode:

**Telephone:**

Home No.	Daytime No.	Mobile No.
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**Relationship to Child:**

(Please tick as appropriate)

Mother	Father	Carer/Guardian/Other (please specify):
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#### PARENT/CARER 2

**Full Name of Parent/Carer:**

**Address:** (Only to be completed if your address is different to the child's address in Section 1)

  
Postcode:

**Telephone:**

Home No.	Daytime No.	Mobile No.
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**Relationship to Child:**

(Please tick as appropriate)

Mother	Father	Carer/Guardian/Other (please specify):
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### SECTION 4 – Social/Medical Reasons

If you think that there are **exceptional** medical or social needs why your child should attend a particular school please complete this section. Please note that you **must** provide professionally supported evidence with this application form if there are any social/medical circumstances that you would like a school to consider with this application. It is very important that you check the admission criteria of each school for which you are applying to see if priority of admission can be given on the basis of social/medical needs.

**Please identify the social/medical need that your child is experiencing**

In the event of your child not receiving an offer of a place at a preferred school, the Authority cannot be held responsible where a place was not offered as a result of you failing to read the information included in the Education in Hartlepool – September 2017 booklet. Please note that in support of your application the Local Authority or Governing Body may need to contact your child's school or other professionals within the Hartlepool Borough Council.

## SECTION 5 – Primary School Preferences

Please indicate THREE primary schools which you would wish to apply in the order that you prefer them. You must include all primary schools you want to apply for using this form, whether the school is in Hartlepool or another Authority, except private schools. **Please note - If you list a Voluntary Aided (RC or CE) School in one of the spaces below, you must also complete Section 7 of this form.**

Priority	Name of Primary School	Reason for Preference Please give as much information as possible in support of your application as this could affect the school offered. Please include any details of support that your child currently receives. Continue on a separate sheet if necessary.
1		
2		
3		

I do not want my child to go to any Local Authority school as my child will be going to a **Private School**, which is:

## SECTION 6 – Declaration and signature of parent/carer

- I understand that once this form is submitted, after **15<sup>th</sup> January 2017**, no changes to preferences will be permitted, due to the process involved in the Co-ordinated Admissions Scheme.
- I understand that any false or deliberately misleading information given on this form and/or supporting information may render this application invalid, or lead to the offer of a place being withdrawn.

Signature of Parent/Carer:

Date:

In the event of your child not receiving an offer of a place at a preferred school, the Authority cannot be held responsible where a place was not offered as a result of you failing to read the information included in the Education in Hartlepool – September 2017 booklet. Please note that in support of your application the Local Authority or Governing Body may need to contact your child's school or other professionals within the Hartlepool Borough Council.

## SECTION 7 – Primary School Supplementary Information

Please complete this section if you are applying for a place at a church school.

Religion

(e.g. Roman Catholic, Church of England,  
Other – please state)

Date of  
Baptism

Parish of  
Baptism

Proof of Baptism

(Please tick relevant box)

Certificate Attached

(Please attach copy)

Certificate Not Attached

(Please state why below\*)

\*I am unable to provide a Baptism Certificate because:

Please give as much information as possible in support of your application as this could affect the school offered (please refer to the school's admissions criteria in the Education in Hartlepool – September 2017 booklet). If you feel your child should be considered under a particular criterion by the Governing Body, please give reasons why.

### ROMAN CATHOLIC SCHOOLS:

Sacred Heart RC Primary  
St Bega's RC Primary  
St Cuthbert's RC Primary  
St John Vianney RC Primary  
St Joseph's RC Primary  
St Teresa's RC Primary  
Out of Area RC Primary

### CHURCH OF ENGLAND SCHOOLS:

(Please note, if you are not applying for a church place at one of the below schools, a baptism certificate is NOT required).

Holy Trinity C of E Primary  
St Aidan's C of E (Aided) Memorial Primary  
St Peter's Elwick C of E Primary  
Ward Jackson C of E Primary  
Out of Area C of E Primary

Please use an additional sheet if necessary.

### Signature of Parent/Carer

- I understand that once this form is submitted, after **15<sup>th</sup> January 2017**, no changes to preferences will be permitted, due to the process involved in the Coordinated Admissions Scheme.
- I understand that any false or deliberately misleading information given on this form and/or supporting information may render this application invalid, or lead to the offer of a place being withdrawn.

Signature of Parent/Carer:

Date: